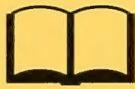


5

CLOSED
STACKS



GOVERNMENT INFORMATION CENTER
SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO
PUBLIC LIBRARY

REFERENCE
BOOK

Not to be taken from the Library

JUN 16 1999

SAN FRANCISCO PUBLIC LIBRARY



3 1223 05042 8862



Digitized by the Internet Archive
in 2012 with funding from
California State Library Califa/LSTA Grant

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 14, 1985

DOCUMENTS DEPT.

PART I - 2:00 P.M.

JAN 25 1985

SAN FRANCISCO
PUBLIC LIBRARY

Present: Commissioner Gloyd
Present: Commissioner Lee
Present: Commissioner Powell
Present: Commissioner Munson (Items Missed: 38, 53, 55, 60, 61, 65)
Excused: Commissioner Texidor del Portillo

Commissioner Gloyd presided

MINUTES: Special Meeting of December 20, 1984

Action: Approve.

ANNOUNCEMENT

The Commission announced that it had met in Executive Session with the City Attorney on Monday, January 14, 1985 at 1:30 P.M. to discuss litigation within the meaning of California Government Code Section 54956.9(a) in the matter of the United States of America versus the City and County of San Francisco, et al. (U.S.D.C. No. C 84-7089 EJL). Commissioners Gloyd, Lee, Munson and Powell were present. No action was taken.

CLASSIFICATION MATTERS

1003-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
301-84/85	Public Health	Mervyn F. Silverman, M.D., M.P.H.
302-84/85	Public Health	Musick, Peeler & Garrett
303-84/85	Public Health	Westside Community Mental Health Center, Inc.
304-84/85	Public Health	University of California, S.F. (AIDS Health Project)
305-84/85	Public Health	Marty Jessup, R.N., M.S.
306-84/85	Public Health	Krebs Convention Management Services
307-84/85	Public Health	S.F. Family Violence Project-Domestic Violence & Substance Abuse Project
308-84/85	Public Works	Signet Testing Laboratories, Inc.
309-84/85	Public Works	AMSCO
310-84/85	Public Works	Dr. David Jenkins
311-84/85	Public Works	Warren Industries
312-84/85	Public Works	Testing Engineer, Inc.
313-84/85	Public Works	Geomatrix Consultants, Inc.

CLASSIFICATION MATTERS (cont.)1003-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
314-84/85	Public Works	Signet Testing Laboratories, Inc.
315-84/85	Art Commission	Veronica Aikem
316-84/85	Art Commission	Larry Giddings
317-84/85	Art Commission	Mary Miles Ryan
318-84/85	Art Commission	Bruce Hasson
319-84/85	Art Commission	Anthony Smith
320-84/85	Art Commission	Roger Barr
321-84/85	Civil Service Commission	S.F. Community College District
322-84/85	Police	Biddle and Associates, Inc.
323-84/85	Police	Personnel Decisions, Inc.
324-84/85	Public Utilities Commission	Multi-Amp Testing Services Corp.
325-84/85	Social Services	Raphael House
326-84/85	Social Services	University of California, S.F.
327-84/85	CAO	Daniel Cotter
328-84/85	Port	Nippon Maritime Co., Ltd.
329-84/85	Port	Grand World Shipping Agencies, Ltd.
330-84/85	Public Works	Training Works
331-84/85	Public Works	James Engineering
332-84/85	Port	Trade Information Planning Systems
333-84/85	Public Utilities Commission	Systems & Computer Technology
334-84/85	Public Health	Youth Environment Study (YES) Project
335-84/85	Airport	PSC Associates
336-84/85	Public Works	Henry L. Chapot & Associates
337-84/85	Public Health	University of California at S.F.
338-84/85	Airport	Bernard A. Vallerga
339-84/85	Civil Service Commission	P.O.V. Productions
340-84/85	Human Rights Commission	Aileen C. Hernandez Associates
341-84/85	Public Health	Temporaries, Inc.

CLASSIFICATION MATTERS (cont.)1003-85
(cont.)

- Action: 1: Contract Number 307-84/85 off calendar at the request of the Department of Public Health.
2. Adopt staff report on all other contracts; notify the offices of the Controller and the Purchaser. (Commissioner Powell dissents on Contracts 308, 312, 313, 314 and 335).

1004-85 Request from the Department of Public Health to use a class in the Staff Assistant, Special Project Series as an Assistant Information Systems Director, Community Health Programs. (Calendar Item No. 9)

- Action: Adopt staff report. Approve use of Class 9744 Staff Assistant VI, Special Project (\$1573 BW) to employ an Assistant Information Systems Director, Community Health Programs for a period of one year.

1005-85 Classification survey of positions in various City departments. (Calendar Item No. 10)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Electricity	1	1654 Principal Accountant (Sch. 50.1 \$1062B1285)	Same
Public Utilities Commission	1	1860 Computer Operations Support Supervisor (Sch. 51.3 \$1125B1362)	Same
	1	1738 Computer Operations Shift Supervisor (Sch. 46.5 \$895B1083)	Same
Port Commission	1	5366 Engineering Associate II (Sch. 51.6 \$1141B1381)	Same
Airports Commission	3	9222 Airport Operations Coordinator (Sch. 56.6 \$1450B1756)	Same
Public Administrator	1	A607 Senior Estate Investigator (Sch. 46.3 \$887B1073)	Establish Class 4231 Senior Estate Investigator (Sch. 46.3 887B1073) as detailed in the staff report
	1	1640 Senior Accounting Machine Operator (Sch. 42.5 \$742B895)	1652 Senior Accountant (Sch. 46.1 878B1062)
Police	1	1818 Management Information Systems Specialist II (Sch. 48.5 \$984B1191)	Same
Asian Art Museum	1	3546 Curator IV (Sch. 53.4 \$1243B1506)	3547 Curator V (Sch. 57.0 1477B1791) as detailed in the staff report

CLASSIFICATION MATTERS (cont.)

1005-85
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Fire	1	1842 Management Assistant (Sch. 47.0 \$916B1109)	Same
	1	1424 Clerk Typist (Sch. 36.8 \$5678684)	1426 Senior Clerk Typist (Sch. 38.8 6228752)
Public Health Central Office	1	"Administrative Secretary, Health Commission"	Establish Class 1551 Adminis- trative Secretary, Health Commission (Sch. 59.7 \$168282043) as detailed in the staff report.

Action: Adopt staff report.

1006-85 Establishment of one new classification and allocation of one budgeted position for the Public Utilities Commission - Hetch Hetchy Water and Power Project. (Calendar Item No. 11)

Action: Adopt staff report.

1. Establish Class 5139 Deputy General Manager, Hetch Hetchy (J, Z \$2319B2319) as detailed in the staff report.
2. Allocate one position included in the Hetch Hetchy Project 1984-85 budget as A639 Deputy General Manager (J, \$2319B2319) to Class 5139 Deputy General Manager, Hetch Hetchy (J, Z \$2319B2319).
3. Amend the Annual Salary Ordinance Section 32/00/00/33001/001 to reflect this action.

1007-85 Establishment of Class Specification for 2517 Jail Medical Technician, Department of Public Health. (Calendar Item No. 12)

Action: Adopt staff report. Establish Class Specification for Class 2517 Jail Medical Technician as detailed in the staff report.

1008-85 Review of request for approval of proposed personal services contract. (Calendar Item No. 21)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
342-84/85	Public Works	Omi Lang Associates Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1253-84 Request to establish a new exempt classification of District Attorney's Investigative Assistant. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish a new classification of 8132 District Attorney's Investigative Assistant (J. Sch. 45.3 84681022) as detailed in the staff report.
2. Allocate two positions budgeted as 8173 Legal Assistant (Sch. 47.8 95281152) to the new class.
3. Administratively amend Section 04010001001 of the Annual Salary Ordinance accordingly.

1259-84 Survey of two budgeted positions in the proposed new classification of A618 Patient Accounting Assistant Supervisor, Department of Public Health. (Calendar Item No. 8)

Action: Adopt staff report.

COMPENSATION MATTERS

2001-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 5)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Gilbert Chavis 5277 Planner I	City Planning	5	5
Michael Akana 8176 Trial Attorney	District Attorney	3	3
Susan Breall 8176 Trial Attorney	District Attorney	3	3
John Replogle 8178 Senior Attorney	District Attorney	5	5
Laurie Goldman 3542 Curator II	Fine Arts Museums	2	2
Donald Birrer 5190 Director of Public Works	Public Works	4	4
David Werdegar 1168 Director of Health	Public Health	5	5
John O'Shaughnessy 7502 Asphalt Worker	Public Works	4	4
Joanne Pangou 1626 Junior Account Clerk	Retirement System	4	4

Action: Adopt staff report.

2002-85 Requests for supervisory differential adjustments as provided by Section IV.F of the Salary Standardization Ordinance, 1984-85. (Calendar Item No. 6)

Action: Adopt staff report. Approve supervisory differential adjustments; notify departments accordingly.

COMPENSATION MATTERS (cont.)

2383-84 Salary Standardization - Fiscal Year 1985-86. (Calendar Item No. 20)

Action: Adopt staff report. Post for two weeks; forward to the Board of Supervisors.

EXAMINATION MATTERS

3002-85 Appeal of rejection for Class 8304 Deputy Sheriff by Melody Burke. (Calendar Item No. 29)

Action: Grant appeal of Melody Burke; find qualified as to background in this examination for Class 8304 Deputy Sheriff.

3011-85 Appeal of denial of inspection rights for Q-60 Police Lieutenant examination by Gary Elsenbroich. (Commissioner Lee) (Calendar Item No. 38A)

Action: Over to the meeting of January 28, 1985. Commissioner Lee appointed a Committee of One to review and evaluate relevant documents in the possession of the San Francisco Police Department Consent Decree Unit and report back to the Commission.

3323-84 Appeal of rejection for Class Q2 Police Officer by Manuel C. Solano. (Calendar Item No. 38)

October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Solano's attorney.

October 22, 1984: Over to the meeting of November 26, 1984 due to lack of quorum.

November 26, 1984: Over to the meeting of December 10, 1984 at (Recessed to the request of Mr. Solano's attorney. November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Over to the meeting of January 28, 1985 due to lack of majority vote.

3331-84 Appeal of rejection for Class Q2 Police Officer by Scott A. Ellis. (Calendar Item No. 30)

October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Ellis' attorney.

October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.

November 13, 1984: Over to the meeting of November 26, 1984 at the request of Mr. Ellis' attorney.

November 26, 1984: Over to the meeting of December 10, 1984 at (Recessed to the request of Mr. Ellis' attorney. November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Over to the meeting of January 28, 1985 at the request of Mr. Ellis' attorney.

EXAMINATION MATTERS (cont.)

- 3349-84 Appeal of rejection for Class 8304 Deputy Sheriff by Chester L. Blanson. (Calendar Item No. 27)
- October 22, 1984: Over to the meeting of November 13, 1984 to verify status of Mr. Blanson's driver license with the State of California Department of Motor Vehicles.
- November 13, 1984: Over to the meeting of November 26, 1984 at the request of the Sheriff.
- November 26, 1984: (Recessed to November 29, 1984) Over to the meeting of December 10, 1984 at the request of the Sheriff.
- December 10, 1984: Over to the meeting of January 14, 1985.
- Action: Over to the meeting of January 28, 1985 at the request of Mr. Blanson's attorney.
- 3354-84 Appeal of rejection for Class Q2 Police Officer by Belinda D. Kerr. (Calendar Item No. 31)
- November 13, 1984: Over to the meeting of December 10, 1984 at the request of Ms. Kerr's attorney.
- December 10, 1984: Over to the meeting of January 14, 1985.
- Action: Grant appeal of Belinda Kerr; find qualified as to background in this examination for Class Q2 Police Officer (Vote of 3 to 1: Commissioner Powell dissents).
- 3356-84 Appeal of rejection for Class Q2 Police Officer by John M. O'Neal. (Calendar Item No. 33)
- November 13, 1984: Over to the meeting of December 10, 1984 at the request of Mr. O'Neal's attorney.
- December 10, 1984: Over to the meeting of January 14, 1985.
- Action: Adopt staff report; sustain the disqualification of John M. O'Neal by the Chief of Police.
- 3363-84 Appeal of staff's denial of protest of minimum qualifications for Class 3422 Park Section Supervisor. (Calendar Item No. 28)
- November 13, 1984: Over to the meeting of November 26, 1984.
- November 26, 1984: (Recessed to November 29, 1984) Over to the meeting of December 10, 1984 at request of staff.
- December 10, 1984: Over to the meeting of January 14, 1985.
- Action: Over to the meeting of January 28, 1985 at the request of staff.
- 3368-84 Appeal of rejection for Class Q2 Police Officer by William R. Silas. (Calendar Item No. 32)
- November 13, 1984: Over to the meeting of November 26, 1984 at the request of Mr. Silas.

EXAMINATION MATTERS (cont.)

3368-84
(cont.)

November 26, 1984: Over to the meeting of December 10, 1984 at
(Recessed to Mr. Silas' request.
November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Adopt staff report; sustain the disqualification of William R. Silas by the Chief of Police.

3389-84 Appeal of rejection for Class Q2 Police Officer by Vincent Lock.
(Calendar Item No. 34)

November 26, 1984: Over to the meeting of December 10, 1984.
(Recessed to Mr. Lock to be renotified of hearing.
November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Over to the meeting of February 11, 1985 at Mr. Lock's request.

3390-84 Appeal of rejection for Class Q2 Police Officer by Mary Gonzalez.
(Calendar Item No. 35)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Over to the meeting of February 11, 1985 at Ms. Gonzalez' request.

3396-84 Appeal of rejection for Class Q2 Police Officer by Candice E. Fukunaga. (Calendar Item No. 36)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Find qualified as to residency; the San Francisco Police Department to proceed with background review.

3408-84 Appeal of rejection for Class Q2 Police Officer by Carleton R. Curry. (Calendar Item No. 37)

Action: Over to the meeting of January 28, 1985 at Mr. Curry's request.

IN-SERVICE MATTERS

4002-85 Request for extension of holdover rights for Ms. Helen Lum in Class 1226 Chief Payroll and Personnel Clerk. (Calendar Item No. 16)

Action: Adopt staff report; extend temporary holdover rights for Helen Lum in Class 1226 Chief Payroll and Personnel Clerk.

4005-85 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase probationary period for certain classes from six (6) months to one (1) year. (Calendar Item No. 17)

Action: Post for adoption at the next meeting.

IN-SERVICE MATTERS (cont.)

- 4012-85 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 15)
- Action: Adopt staff report; approve requests for the duration indicated in the staff report.
- 4836-84 Report of staff investigation of personnel practices related to the recent report of the San Francisco General Hospital by the State of California. (Calendar Item No. 22)
- September 17, 1984: Over to the meeting of October 1, 1984 at request of staff.
- October 1, 1984: Over to the meeting of October 22, 1984 at request of staff.
- October 22, 1984: Over to the meeting of November 13, 1984 at request of staff.
- November 13, 1984: Over to the meeting of November 26, 1984. Copy of report to be provided to the Chief Administrative Officer for his input.
- November 26, 1984: Over to the meeting of December 10, 1984 at the request of the Chief Administrative Officer. (Recessed to November 29, 1984)
- December 10, 1984: Over to the Special Meeting of December 20, 1984.
- December 20, 1984: Over to the meeting of January 14, 1985.
- Action: Over to the meeting of January 28, 1985.
- 6047-84 Determination of the future employment of David B. Trinh, Class 9163 Transit Operator. (Calendar Item No. 23)
- December 10, 1984: Over to the meeting of January 14, 1985.
- Action: Adopt staff report; no future employment in Class 9163 Transit Operator.
- 6057-84 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to implement Proposition G - November, 1984 Election. (Calendar Item No. 13)
- December 20, 1984: Post for adoption at the next meeting.
- Action: Adopt.
- 6058-84 Proposed amendment to Civil Service Commission Rule 8 - Examinations, Section 8.03 - Notice of Examinations. (Calendar Item No. 14)
- December 10, 1984: Over to the Special Meeting of December 20, 1984.
- December 20, 1984: Post for adoption at the next meeting.
- Action: Off calendar pending completion of meet and confer.

IN-SERVICE MATTERS (cont.)

6075-84 Determination of the future employment of Ollie M. Jackson, Class 8238 Police Communications Dispatcher. (Calendar Item No. 24)

Action: Adopt staff report; no future employment in Class 8238 Police Communications Dispatcher.

6089-84 Determination of the future employment of Stella Fernandez, Class 2312 Licensed Vocational Nurse. (Calendar Item No. 25)

Action: Off calendar at the request of the Department of Public Health.

6090-84 Determination of the future employment of Arlene Silveria, Class 2320 Registered Nurse. (Calendar Item No. 26)

Action: Adopt staff report; cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 14, 1985

PART II - 4:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Vincent Anderson, 9163 Transit Operator, 731/E-112, Public Utilities Commission, Municipal Railway, 4/21/84. (Calendar Item No. 64) (7)

October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Anderson's attorney.

October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.

November 13, 1984: Over to the meeting of November 26, 1984.

November 26, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Anderson's attorney.
(Recessed to November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Over to the meeting of January 28, 1985 at the request of Mr. Anderson's attorney.

Daniel A. Atzinger, 1426 Senior Clerk Typist, 1/CPE-33, Department of Public Works, Building Inspection, 12/22/84. (Calendar Item No. 40) (5)

Action: Over to the meeting of January 28, 1985 at Mr. Atzinger's request.

Thomas Callas, 1934 Storekeeper, 8/CPE-1, Purchasing, Stores and Equipment Division, 10/5/84. (Calendar Item No. 57) (6)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Purchasing Department.

Murray Thomas Callier, 9163 Transit Operator, 236/E-115, Public Utilities Commission, Municipal Railway, 4/26/84. (Calendar Item No. 53) (2)

November 13, 1984: Over to the meeting of November 26, 1984.

November 26, 1984: Over to the meeting of December 10, 1984 at
(Recessed to the request of the Transport Workers' Union.
November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Not to be employed again by the Public Utilities Commission.

Horance Chapple III, 2708 Custodian, 178/E-2, San Francisco Unified School District, Custodial Services Division, 12/7/84. (Calendar Item No. 48) (4)

Action: Over to the meeting of January 28, 1985 at the request of Mr. Chapple's representative.

Karen Coleman, 8238 Police Communications Dispatcher, 60/E-1, San Francisco Police Department, Communications Division, 11/13/84. (Calendar Item No. 47) (4)

Action: No future employment in Class 8238 Police Communications Dispatcher.

Ronald Denny, 1922 Senior Inventory Clerk, 4/CPE-2, Public Utilities Commission, Municipal Railway, 11/5/84. (Calendar Item No. 45) (4)

November 26, 1984: Over to the meeting of December 10, 1984.
(Recessed to
November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Tilford Ferguson, 7410 Automotive Service Worker, V-6/E-4, Public Utilities Commission, Municipal Railway, 11/16/84. (Calendar Item No. 62) (7)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two year's work experience outside the City and County service and satisfactory completion of a recognized rehabilitation program. Not to be employed again by the Public Utilities Commission.

Dagmar Gallagher, 1440 Medical Transcriber Typist, 1/51, Department of Public Health, San Francisco General Hospital Medical Center, 12/21/84. (Calendar Item No. 49) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Roy J. Hamilton, 9163 Transit Operator, 5/E-117, Public Utilities Commission, Municipal Railway, 11/6/84. (Calendar Item No. 54) (2)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Ronnie Henderson, 2736 Porter, 18/E-53, Department of Public Health, San Francisco General Hospital Medical Center, 12/21/84. (Calendar Item No. 50) (4)

Action: Off calendar at the request of the Department of Public Health.

Marykutty Joseph, 2320 Registered Nurse, 9/E-642, Department of Public Health, San Francisco General Hospital Medical Center, 7/7/84. (Calendar Item No. 59) (6)

September 17, 1984: Off calendar at the request of Department of Public Health.

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Frederick D. Kilmer, Q2 Police Officer, 67/E-97, San Francisco Police Department, Personnel and Training, 10/16/84. (Calendar Item No. 56) (6)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Approve. No future employment with the City and County of San Francisco.

James C. Lattimore, 7306 Body and Fender Worker, 4/E-7, Public Utilities Commission, Municipal Railway, 12/18/84. (Calendar Item No. 43) (3)

Action: Deny appeal. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

James C. Lattimore, 7306 Body and Fender Worker, 4/E-7, Public Utilities Commission, Municipal Railway, 11/23/84. (Calendar Item No. 52) (2)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Off calendar at the request of Public Utilities Commission.

Asilee Lewis, 2312 Licensed Vocational Nurse, 3/E-62, Department of Public Health, San Francisco General Hospital Medical Center, 7/30/84. (Calendar Item No. 60) (6)

November 13, 1984: Over to the meeting of November 26, 1984.

November 26, 1984: Over to the meeting of December 10, 1984 at the request of the Department of Public Health. (Recessed to November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Future employment subject to review and approval of the General Manager, Personnel.

Germelina Luna, P-103, Special Duty Nurse, LT, Department of Public Health, San Francisco General Hospital Medical Center, 11/21/84. (Calendar Item No. 41) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Jack Mohrbacher, Ph.D., 2574 Clinical Psychologist, 8/E-9, Department of Public Health, Community Mental Health Services, 11/19/84. (Calendar Item No. 66) (7)

Action: Over to the meeting of March 11, 1985 at Dr. Mohrbacher's request.

Tamara Morgan, 2320 Registered Nurse, 2/E-16, Department of Public Health, San Francisco General Hospital Medical Center, 8/6/84. (Calendar Item No. 55) (6)

November 26, 1984: Over to the meeting of January 14, 1985 at the request of the Department of Public Health. (Recessed to November 29, 1984)

Action: Approve. No restriction on future employment.

David S. Navarro, 7318 Electrical Maintenance Technician, V-28, CPE-1, Public Utilities Commission, Municipal Railway, 11/7/84. (Calendar Item No. 65) (7)

November 26, 1984: Over to the meeting of December 10, 1984. (Recessed to November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Future employment with the Public Utilities Commission subject to the review and approval of the General Manager, Personnel after three (3) years of satisfactory work experience.

Maurice Robinson, 1404 Clerk, LT, Department of Public Health, San Francisco General Hospital Medical Center, 12/12/84. (Calendar Item No. 42) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Reynaldo Roque, 1426 Senior Clerk Typist, 29/CPE-15, Department of Public Health, San Francisco General Hospital Medical Center, 11/30/84. (Calendar Item No. 51) (4)

Action: Over to the meeting of January 28, 1985 at the request of the Department of Public Health.

Edward H. Ruppenstein, Q2 Police Officer, 139/E-97, San Francisco Police Department, Southern Station, 9/6/84. (Calendar Item No. 46) (4)

October 22, 1984: Over to the meeting of November 13, 1984 at Mr. Ruppenstein's request.

November 13, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Ruppenstein's attorney.

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Over to the meeting of January 28, 1985 at the request of Mr. Ruppenstein's attorney.

Gregory Smith, 9163 Transit Operator, 343/E-113, Public Utilities Commission, Municipal Railway, 11/11/84. (Calendar Item No. 63) (7)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Richard Usem, 1428 Ward Clerk, 13/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 6/26/84. (Calendar Item No. 61) (6)

November 13, 1984: Over to the meeting of December 10, 1984 at request of Mr. Usem's attorney.

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Future employment in Class 1428 Ward Clerk subject to the review and approval of the General Manager, Personnel after satisfactory completion of one year of work experience as a Ward Clerk outside the City and County Service.

Reconsideration of Civil Service Commission action of October 22, 1984 (Commissioners Gloyd, Powell and Texidor del Portillo): Vincent J. Vasquez, 7309 Car and Auto Painter, Public Utilities Commission, Equipment Maintenance Division, 9/17/84. (Calendar Item No. 44) (4)

October 22, 1984: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

November 26, 1984: Over to the meeting of December 10, 1984.
(Recessed to
November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Over to the meeting of January 28, 1985 at the request of the Department.

Austin L. Wright, 9163 Transit Operator, V-36/E-98, Public Utilities Commission, Municipal Railway, 9/25/84. (Calendar Item No. 58) (6)

November 26, 1984: Over to the meeting of December 10, 1984.
(Recessed to
November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

CLASSIFICATION MATTERS (cont.)AMENDED
CSC MEETING OF
12/20/841241-84
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
275-84/85	Public Health	Michael Sullivan-Catholic Social Service
276-84/85	Art Commission	Dustin Shuler
277-84/85	Art Commission	Joan Brown
278-84/85	Chief Administrative Office	Orrick, Herrington & Sutcliffe
279-84/85	Chief Administrative Office	Cal Recovery Systems
280-84/85	Public Utilities Commission	Hydro Science Laboratory
281-84/85	Public Utilities Commission	Ammann & Whitney - Danpower Inc.
282-84/85	Social Services	Robert Hicks, Ph.D.
283-84/85	Social Services	Martin Glasser, M.D.
284-84/85	Social Services	Luz-Mary Harris, Ph.D.
285-84/85	Social Services	Carolyn B. Block, Ph.D.
286-84/85	Social Services	J. Donald Cohon, Ph.D.
287-84/85	Port Commission	Triumph Marketing
288-84/85	Public Works/ Clean Water	Flow Science, Inc.
289-84/85	Public Works	Nunn Better
290-84/85	Parking Authority	Testing Engineers, Inc.
291-84/85	Mayor's Office of Community Development	Martin Gustavson, S.F. Redevelopment Agency
292-84/85	Public Utilities Commission	J.H. Keinfelder & Associates
293-84/85	Public Utilities Commission	Signet Testing Lab., Inc.
294-84/85	Public Health	Barry Barkin, Dir., Live Oak Inst.
295-84/85	Public Health	Regents, UC/UCSF Dept. of Psychiatry
296-84/85	Public Health	Shanti Project
297-84/85	Controller	Gentry, Inc.
298-84/85	Public Works	Roger Owen Boyer & Associates

December 10, 1984: Over to the Special Meeting of December 20, 1984.

- Action:
1. Deny Contract Number 298-84/85.
 2. Adopt staff report on remaining contracts; notify the offices of the Controller and the Purchaser.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 28, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd
Present: Commissioner Lee
Present: Commissioner Texidor del Portillo

Excused: Commissioner Munson
Excused: Commissioner Powell

Commissioner Gloyd presided

DOCUMENTS DEPT.

FEB 5 1985

SAN FRANCISCO
PUBLIC LIBRARY

MINUTES: Special Meeting of January 8, 1985
Regular Meeting of January 14, 1985

Action: Approve.

CLASSIFICATION MATTERS

1002-85 Survey of two positions in Class 5283 Planner V, Urban Design.
(Calendar Item No. 7)

Action: Adopt staff report.

1. Establish a new classification of 5263 Planner V (J, Z Sch. 58.8 \$1611B1955) as detailed in the staff report.
2. Reallocate two vacant positions in Class 5283 Planner V, Urban Design (Sch. 58.8 \$1611B1955) to the new class.
3. Amend Sections 29/01/00/01001 of the Annual Salary Ordinance accordingly.
4. Abolish Class 5283 Planner V, Urban Design when one remaining position becomes vacant.

1013-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
343-84/85	Public Health	Catholic Social Services
344-84/85	Public Health	Horizons Unlimited of S.F., Inc.
345-84/85	Public Health	Chinatown Youth Center
346-84/85	Public Health	S.F. Study Center, Inc.
347-84/85	Public Health	UCSF Teens ' N Theater
348-84/85	Public Works	Caltrans District 4
349-84/85	Public Works	Waste and Water International
350-84/85	Public Works	Anthony Rattanetti
351-84/85	Public Utilities Commission	Michael Rhea & Associates

CLASSIFICATION MATTERS (cont.)

1013-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
352-84/85	Public Utilities Commission	Newcomb/Anderson Associates
353-84/85	Public Utilities Commission	Foster Engineering
354-84/85	Public Utilities Commission	Wiss, Janney, Elstner Assoc., Inc.
355-84/85	Public Utilities Commission	Wilson, Ihrig & Assoc., Inc.
356-84/85	City Planning	Robert L. Harrison
357-84/85	Public Utilities Commission	Kuhn & Kuhn Industrial Energy Consultants
358-84/85	Airport	George Tchobanoglous
359-84/85	S.F. Community College District	Melvin Lee Associates
360-84/85	Public Works	Marquis Associates
361-84/85	Public Utilities Commission	Network Data Base Inc.
362-84/85	Public Utilities Commission	Systems & Computer Technology
363-84/85	Public Health	Bay Area Geriatric Pharmacy
364-84/85	Controller	Deloitte, Haskins & Sells
365-84/85	Controller	Tim Meager and Associates, Inc.
366-84/85	Controller	Software At Work
367-84/85	Library	Track Computer Center
368-84/85	Library	Mobius Management Systems, Inc.
369-84/85	Public Health	Lipset Service
Action:	1. Contract 369-84/85 over to the meeting of February 11, 1985.	
	2. Adopt staff report on remaining contracts; notify the offices of the Controller and the Purchaser.	
	3. Send informational letter to Mayor on Contracts 351-84/85, 352-84/85, 354-84/85, 355-84/85 and 357-84/85 in regard to the allegations of Local 21.	

1014-85 Classification survey of positions in various City departments.
(Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Works	1	9345 Sheet Metal Supervisor I (Sch. 55.7 \$1388B1682)	Same
	1	7227 Cement Finisher Supervisor I (Sch. 50.2 \$1067B1291)	Same

1014-85
(cont.)

CLASSIFICATION MATTERS (cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health S.F. General Hospital	1	1424 Clerk Typist (Sch. 36.8 \$567B684)	Same
	2	1428 Ward Clerk (Sch. 39.2 \$634B766)	Same
	1	2220 Physician (Sch. 62.1 \$1890B2297)	Same
	3	2230 Physician Specialist (Sch. 63.1 \$1985B2412)	Same
	5	2304 Psychiatric Orderly (Sch. 40.3 \$668B807)	Same
	5	2305 Psychiatric Technician (Sch. 41.3 \$701B846)	Same
	14	2320 Registered Nurse (\$1143B1297)	Same
	1	2322 Head Nurse (Sch. 54.3 \$1298B1573)	Same
	3	2323 Clinical Nurse Specialist (Sch. 54.3 \$1298B1573)	Same
	1	2326 Nursing Supervisor Psychiatric (Sch. 55.2 \$1355B1642)	Same
	1	2548 Occupational Therapist (Sch. 47.2 \$92581120)	Same
	1	2574 Clinical Psychologist (Sch. 55.2 \$1355B1642)	Same
	3	2930 Psychiatric Social Worker (Sch. 49.5 \$1032B1249)	Same
Purchasing	1	1936 Senior Storekeeper (Sch. 43.2 \$766B925)	Same
Public Health Laguna Honda Hospital	5	2588 Health Worker IV (Sch. 44.6 \$818B989)	Same

Action: Adopt staff report.

1249-84 Report from Public Utilities Commission regarding status of "Project Manager" assignments (Reference prior report 1330-83)
(Calendar Item No. 30)

November 28, 1983: Over to the meeting of December 5, 1983.

CLASSIFICATION MATTERS (cont.)

1249-84

(cont.)

- December 5, 1983: Approve. The Public Utilities Commission to submit comprehensive report on implementation within six (6) months and another report following the second six (6) months. Such reports to include all EEO data. The Commission indicated that it would not rescind this action for one (1) year.
- December 10, 1984: Over to the Special Meeting of December 20, 1984.
- December 20, 1984: Report accepted; no action taken. This matter to be recalendared at a January, 1985 meeting concerning the evaluation of this program which was implemented during February, 1984.

Action: Off calendar.

COMPENSATION MATTERS

- 2021-85 Appeal of staff's denial of compensation adjustment pursuant to Section VII.B.5 of the Annual Salary Standardization Ordinance. (Calendar Item No. 19)
- Action: Adopt staff report; deny request of Juan Ernie Braganza.

- 2024-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 5)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Bruce Shafer 4282 Chief Assistant Assessor	Assessor	5	5
Frank Schober, Jr. 8128 Director, Office of Citizen Complaints	Citizen Complaints	5	5
William Heckman 8174 Attorney	Public Defender	5	5
Michael Palm 8174 Attorney	Public Defender	5	5
Leonard Swanson 5224 Associate Water Purification Engineer	Public Utilities Commission	5	5
Diana Cheung 1810 Actuarial Clerk	Retirement System	4	4

Action: Adopt staff report.

EXAMINATION MATTERS

- 3011-85 Appeal by Gary Elsenbroich of denial of inspection rights in the Q-60 Police Lieutenant examination. (Commissioner Lee) (Calendar Item No. 20)
- January 14, 1985: Over to the meeting of January 28, 1985. Commissioner Lee appointed a Committee of One to review and evaluate relevant documents in the possession of the San Francisco Police Department Consent Decree Unit and report back to the Commission.
- Action: Sustain staff decision; deny appeal of Gary Elsenbroich.
- 3323-84 Appeal of rejection for Class Q2 Police Officer by Manuel C. Solano. (Calendar Item No. 26)
- October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Solano's attorney.
- October 22, 1984: Over to the meeting of November 26, 1984 due to lack of quorum.
- November 26, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Solano's attorney. (Recessed to November 29, 1984)
- December 10, 1985: Over to the meeting of January 14, 1985.
- January 14, 1985: Over to the meeting of January 28, 1985 due to lack of majority vote.
- Action: Grant appeal of Manuel C. Solano; find qualified as to background in this examination for Class Q2 Police Officer.
- 3331-84 Appeal of rejection for Class Q2 Police Officer by Scott A. Ellis. (Calendar Item No. 23)
- October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Ellis' attorney.
- October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.
- November 13, 1984: Over to the meeting of November 26, 1984 at the request of Mr. Ellis' attorney.
- November 26, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Ellis' attorney. (Recessed to November 29, 1984)
- December 10, 1984: Over to the meeting of January 14, 1985.
- January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Ellis' attorney.
- Action: Over to the meeting of February 11, 1985 at the request of Mr. Ellis' attorney.
- 3349-84 Appeal of rejection for Class 8304 Deputy Sheriff by Chester L. Blanson. (Calendar Item No. 21)
- October 22, 1984: Over to the meeting of November 13, 1984 to verify status of Mr. Blanson's driver license with the State of California Department of Motor Vehicles.

EXAMINATION MATTERS (cont.)

3349-84
(cont.)

November 13, 1984: Over to the meeting of November 26, 1984 at the request of the Sheriff.

November 26, 1984: (Recessed to November 29, 1984) Over to the meeting of December 10, 1984 at the request of the Sheriff.

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Blanson's attorney.

Action: Sustain the decision of the Sheriff; deny appeal of Chester L. Blanson.

3355-84 Appeal of rejection for Class Q2 Police Officer by Janet M. DiDomenico. (Calendar Item No. 24)

November 13, 1984: Over to the meeting of January 28, 1985 at the request of Ms. DiDomenico's attorney.

Action: Sustain the disqualification of Janet M. DiDomenico by the Chief of Police in this examination for Class Q2 Police Officer.

3363-84 Appeal of staff's denial of protest of minimum qualifications for Class 3422 Park Section Supervisor. (Calendar Item No. 22)

November 13, 1984: Over to the meeting of November 26, 1984.

November 26, 1984: (Recessed to November 29, 1984) Over to the meeting of December 10, 1984 at the request of staff.

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of staff.

Action: Adopt staff report; deny request of Gerald Tilton.

3408-84 Appeal of rejection for Class Q2 Police Officer by Carleton R. Curry. (Calendar Item No. 25)

January 14, 1985: Over to the meeting of January 28, 1985 at Mr. Curry's request.

Action: Return name to the list of eligibles under waiver of certification for one (1) year. Removal of waiver subject to the review and approval of the General Manager, Personnel. The San Francisco Police Department stipulated that they will not move to terminate Mr. Curry's current appointment in another class.

IN-SERVICE MATTERS

4005-85 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase probationary period for certain classes from six (6) months to one (1) year. (Calendar Item No. 10)

January 14, 1985: Post for adoption at the next meeting.

Action: Adopt.

IN-SERVICE MATTERS (cont.)

- 4035-85 Determination of the future employment of Joanne Leiva, Class 2320 Registered Nurse, Department of Public Health. (Calendar Item No. 27)
- Action: Over to the meeting of February 25, 1985 at the request of Ms. Leiva's attorney.
- 4036-85 Commendation for Paul Wong, Class 1764 Mail and Reproduction Supervisor, Civil Service Commission, upon his retirement. (Calendar Item No. 13)
- Action: Approve.
- 4040-85 Determination of the future employment of Lorenzo Williams, Class 9163 Transit Operator, Public Utilities Commission, San Francisco Municipal Railway. (Calendar Item No. 29)
- Action: Adopt recommendation of the Public Utilities Commission: No future employment in Class 9163 Transit Operator.
- 4041-85 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 8)
- Action: Adopt staff report; approve requests for the duration indicated in the staff report.
- 4046-85 Commendation for Thomas Miller, Class 4282 Chief Assistant Assessor, Office of the Assessor, upon his retirement. (Calendar Item No. 12)
- Action: Approve.
- 4047-85 Commendation for Jeffrey Lee, Class 5190 Director of Public Works, Department of Public Works, upon his retirement. (Calendar Item No. 11)
- Action: Approve.
- 4048-85 Determination of the future employment of Walter Kimball, Class 2736 Porter, Department of Public Health. (Calendar Item No. 28)
- Action: Refer to the Civil Service Commission EEO Unit to explore the possibilities of other employment. Not to be employed again by the Department of Public Health.
- 4049-85 Civil Service Commission Budget request, fiscal year 1985-86. (Calendar Item No. 9)
- Action: Over to the meeting of February 11, 1985.
- 4485-83 Review of Civil Service Commission action of June 6, 1983: Designated Bilingual Positions at San Francisco General Hospital Medical Center. (Calendar Item No. 17)
- May 16, 1983: Over to the meeting of June 6, 1983.

IN-SERVICE MATTERS (cont.)

4485-83
(cont.)

- June 6, 1983: The Commission directed that a person not involved in the translator/interpreter program or in bilingual education conduct an audit over the next 2 to 3 months to compile an accurate assessment of the bilingual needs at San Francisco General Hospital. This assessment to include the classes, number of positions, and estimated cost. Report of this audit to be on calendar by second meeting in September.
- November 28, 1983: Over to the meeting of December 5, 1983.
- December 5, 1983: Over to the meeting of January 9, 1984.
- January 9, 1984: Over to the meeting of January 23, 1984 at request of staff.
- January 23, 1984: Over to the meeting of February 6, 1984 at request of staff.
- February 6, 1984: Over to the meeting of February 27, 1984 at request of staff.
- February 27, 1984: Based on the information provided by the staff report, the Civil Service Commission makes the following recommendations:
- A. that the San Francisco General Hospital implement the four recommendations contained in the staff report; and, in addition,
 - B. place greater and continuing emphasis on the recruitment and employment of bilingual personnel within the various units of the Hospital as a means of reducing the reliance upon the Interpreter Services Department; and further, that
 - C. the Department of Public Health - EEO Unit coordinate the implementation of these provisions and provide Dr. Silverman and Mr. Boas with concrete goals and timetables for the recruitment and employment of qualified bilingual service providers for all languages where the Task Force determines a demonstrated need exists for such assistance.
- August 13, 1984: Over to the meeting of August 27, 1984 at request of Department of Public Health.
- August 27, 1984: Over to the meeting of September 17, 1984 at request of staff. The Commission stipulated that this was the final continuance.
- September 17, 1984: Civil Service Commission directs the General Manager, Personnel to inform the Director of Department of Public Health that it will utilize the provisions of Charter Section 8.341 if the Department of Public Health does not provide a specific timetable for the filling of the remaining vacant bilingual positions with qualified personnel within 30 days from the date of

IN-SERVICE MATTERS (cont.)

4485-83

(cont.)

this hearing. The Commission further stipulates that these positions are to be filled by December 1, 1984.

November 26, 1984:
(Recessed to
November 29, 1984)

1. The Department of Public Health has committed to the following:

- A. to complete the hiring of the bilingual personnel at San Francisco General Hospital Medical Center by December 1, 1984.
- B. to prepare a comprehensive report of the bilingual positions at San Francisco General Hospital Medical Center by the Civil Service Commission meeting of December 10, 1984. Such report to include the name of the incumbent, the second language, and the location of the position.
2. Previous Civil Service Commission action related to the Interpreter Services at San Francisco General Hospital Medical Center will be reviewed at the Civil Service Commission meeting of December 10, 1984.
3. The Director of Health to be notified in writing of these commitments and of the upcoming review.

December 10, 1984:

Over to the Special Meeting of December 20, 1984.

December 20, 1984:

Over to the meeting of January 28, 1985.

Action: Consolidate with File 6059-84.

4836-84

Report of staff investigation of personnel practices related to the recent report of the San Francisco General Hospital by the State of California. (Calendar Item No. 18)

September 17, 1984:

Over to the meeting of October 1, 1984 at request of staff.

October 1, 1984:

Over to the meeting of October 22, 1984 at request of staff.

October 22, 1984:

Over to the meeting of November 13, 1984 at request of staff.

November 13, 1984:

Over to the meeting of November 26, 1984. Copy of report to be provided to the Chief Administrative Officer for his input.

November 26, 1984:
(Recessed to
November 29, 1984)

Over to the meeting of December 10, 1984 at the request of the Chief Administrative Officer.

December 10, 1984:

Over to the Special Meeting of December 20, 1984.

December 20, 1984:

Over to the meeting of January 14, 1985.

January 14, 1985:

Over to the meeting of January 28, 1985.

Action: Off calendar; refer report to the Health Commission.

IN-SERVICE MATTERS (cont.)

6059-84 From the Department of Public Health:
Status Report on Bilingual Services at San Francisco General Hospital Medical Center. (Calendar Item No. 16)

December 10, 1984: Over to the Special Meeting of December 20, 1984.

December 20, 1984: Over to the meeting of January 28, 1985.

Action: Over to the meeting of February 11, 1985. Commissioners Lee and Texidor del Portillo appointed a Special Committee to review current status of bilingual services and positions at San Francisco General Hospital Medical Center and report back to the Commission.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 28, 1985

PART II - 4:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Ethel Abello, 1428 Ward Clerk, 24/CPE-2, Department of Public Health, San Francisco General Hospital Medical Center, 10/6/84. (Calendar Item No. 45) (6)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Vincent Anderson, 9163 Transit Operator, 731/E-112, Public Utilities Commission, Municipal Railway, 4/21/84. (Calendar Item No. 55) (7)

- October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Anderson's attorney.
- October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.
- November 13, 1984: Over to the meeting of November 26, 1984.
- November 26, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Anderson's attorney.
(Recessed to November 29, 1984)
- December 10, 1984: Over to the meeting of January 14, 1985.
- January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Anderson's attorney.

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Daniel A. Atzinger, 1426 Senior Clerk Typist, 1/CPE-33, Department of Public Works, Building Inspection, 12/22/84. (Calendar Item No. 33) (5)

- January 14, 1985: Over to the meeting of January 28, 1985 at Mr. Atzinger's request.

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Jacoby M. Barnes, 7381 Automotive Mechanic, 158/E-8, Public Utilities Commission, Municipal Railway, 1/15/85. (Calendar Item No. 40) (4)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Horace Chapple III, 2708 Custodian, 178/E-2, San Francisco Unified School District, Custodial Services Division, 12/7/84. (Calendar Item No. 36) (4)

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Chapple's representative.

Action: Return name to list.

Bertha Cooper, 1428 Ward Clerk, 32/P-1, Department of Public Health, San Francisco General Hospital Medical Center, 11/30/84. (Calendar Item No. 53) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Alonzo Elson, 2402 Laboratory Helper, 14/E-7, Department of Public Health, Central Office, 10/23/84. (Calendar Item No. 46) (6)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Donald English, 7379 Electrical Transit Mechanic, 9/E-13, Public Utilities Commission, Municipal Railway, 11/14/84. (Calendar Item No. 56) (7)

December 10, 1984: Over to the meeting of January 28, 1985.

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Rufus Faggons, 2310 Surgical Procedures Technician, 2/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 11/16/84. (Calendar Item No. 47) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Mario Garcia, 9163 Transit Operator, 147/E-116, Public Utilities Commission, Municipal Railway, 11/8/84. (Calendar Item No. 43) (2)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Charles Gatlin, 2736 Porter, 5/E-54, Department of Public Health, Laguna Honda Hospital, 1/4/85. (Calendar Item No. 41) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Karena Lee, 2450 Pharmacist, 7/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 10/2/84. (Calendar Item No. 44) (6)

Action: November 13, 1984: Remand to the department for completion of the review procedure required by Civil Service Commission Rule 33.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Melanie Limacher, 2114 Medical Records Technician Supervisor, 6/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 10/22/84. (Calendar Item No. 48) (6)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Ralph N. McGee, 2320 Registered Nurse, 3/E-616, Department of Public Health, Central Office, 11/21/84. (Calendar Item No. 49) (6)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Michael Murphy, 7334 Stationary Engineer, 29/E-18, Recreation and Park Department, Structural Maintenance Division, 11/29/84. (Calendar Item No. 42) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Not to be employed again by the Recreation and Parks Department.

Sarasuvathy Nagaratnam, 2320 Registered Nurse, 3/E-649, Department of Public Health, San Francisco General Hospital Medical Center, 8/21/84. (Calendar Item No. 50) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

David M. Rigor, 7409 Electric Transit Service Worker, 14/E-5, Public Utilities Commission, Municipal Railway, 1/2/85. (Calendar Item No. 58) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Bobby J. Rivers, 9163 Transit Operator, 417/E-112, Public Utilities Commission, Municipal Railway, 11/13/84. (Calendar Item No. 57) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Elton Rivers, 7530 Street Cleaner, LT, Public Utilities Commission, Municipal Railway, 12/18/84. (Calendar Item No. 35) (1)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Reynaldo Roque, 1426 Senior Clerk Typist, 29/CPE-15, Department of Public Health, San Francisco General Hospital Medical Center, 11/30/84. (Calendar Item No. 37) (4)

January 14, 1985: Over to the meeting of January 28, 1985 at the request of the Department of Public Health.

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Edward H. Ruppenstein, Q2 Police Officer, 139/E-97, San Francisco Police Department, Southern Station, 9/6/84. (Calendar Item No. 38) (4)

October 22, 1984: Over to the meeting of November 13, 1984 at Mr. Ruppenstein's request.

November 13, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Ruppenstein's attorney.

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Ruppenstein's attorney.

Action: Over to the meeting of February 11, 1985 at 2 P.M.

John Straight, 3632 Librarian II, 63/CPE-1, San Francisco Public Library, Excelsior Branch, 7/25/84. (Calendar Item No. 32) (5)

August 27, 1984: Over to the meeting of September 17, 1984 at Mr. Straight's request.

September 17, 1984: Over to the meeting of October 1, 1984 at request of San Francisco Public Library.

October 1, 1984: Over to the meeting of October 22, 1984 at request of San Francisco Public Library.

October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.

November 13, 1984: Over to the meeting of November 26, 1984 due to split vote.

November 26, 1984: Over to the meeting of December 10, 1984 at Mr. Straight's request.
(Recessed to November 29, 1984)

December 10, 1984: Over the meeting of January 28, 1985 at Mr. Straight's request.

Action: Over to the meeting of February 25, 1985 at the request of San Francisco Public Library.

Donald Tokarski, 2532 Paramedic, LT, Department of Public Health, San Francisco General Hospital Medical Center, 11/30/84. (Calendar Item No. 34) (1)

Action: Over to the meeting of February 25, 1985 at the request of the Department of Public Health.

Reconsideration of Civil Service Commission action of October 22, 1984 (Commissioners Gloyd, Powell and Texidor del Portillo): Vincent J. Vasquez, 7309 Car and Auto Painter, Public Utilities Commission, Equipment Maintenance Division, 9/17/84. (Calendar Item No. 39) (4)

October 22, 1984: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

November 26, 1984: Over to the meeting of December 10, 1984.
(Recessed to November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of the Department.

Rec: Off calendar; Mr. Vasquez to notify the Assistant Secretary when prepared to proceed. To remain under waiver of all employment with the City and County pending final action on this matter.

Edward L. Waldorph, Q-2 Police Officer, 25/E-92, San Francisco Police Department, Communications Division, 12/6/84. (Calendar Item No. 54) (7)

Action: Over to the meeting of March 11, 1985 at the request of Mr. Waldorph's attorney.

James P. Walsh, 9730 Staff Aide, LT, San Francisco Police Department, Senior Escort Division, 12/28/84. (Calendar Item No. 51) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Pearl E. Williams, 7324 Beautician, 1/E-2, Department of Public Health, Laguna Honda Hospital, 1/4/85. (Calendar Item No. 59) (7)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Michael Wright, 1404 Clerk, 40/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 11/9/84. (Calendar Item No. 52) (6)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 11, 1985

PART I - 3:00 P.M.

Present: Commissioner Gloyd

Present: Commissioner Lee

(Items Missed: Minutes,
Contract #372 (Item 17))

Present: Commissioner Texidor del Portillo

(Items Missed: 22)

Present: Commissioner Munson

Present: Commissioner Powell

Commissioner Gloyd presided

MINUTES: Special Meeting of January 8, 1985
Regular Meeting of January 14, 1985

DOCUMENTS DEPT.

FEB 19 1985

Action: Approve.

SAN FRANCISCO
PUBLIC LIBRARY

CLASSIFICATION MATTERS

1013-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 20)

January 28, 1985: Contract 369-84/85 over to the meeting of February 11, 1985.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
369-84/85	Public Health	Lipset Service

Action: Off calendar at the request of the Department of Public Health.

1015-85 Classification survey of positions in various City departments. (Calendar Item No. 18)

<u>Department</u>	No. <u>Pos.</u>	Budgeted Class <u>and Rate</u>	Recommended <u>Class</u>
Public Works	1	1880 Chief of Systems (Sch. 62.7 1946B2365)	Same
	2	1864 Senior Systems & Procedures Analyst (Sch. 54.4 1304B1580)	Same
	1	1862 Systems and Procedures Analyst (Sch. 51.4 1131B1368)	Same
	1	1872 Programmer Analyst (Sch. 49.4 1027B1243)	Same
	1	1242 Personnel Analyst (Sch. 48.5 984B1191)	Same
	1	5304 Materials Testing Aide (Sch. 44.1 800B966)	Same
	3	5305 Materials Testing Technician (Sch. 46.1 878B1062)	Same

CLASSIFICATION MATTERS (cont.)

1015-85
(cont.)

<u>Department</u>	No. Pos.	Budgeted Class and Rate	Recommended Class
Municipal Railway	1	1446 Senior Clerk Stenographer (Sch. 40.8 684B826)	Same
Water	1	1480 Principal Water Services Clerk (Sch. 43.5 777B938)	Same
Assessor	1	1444 Clerk Stenographer (Sch. 37.7 591B714)	4202 Assessment Clerk (Sch. 37.5 586B707)
	1	1446 Senior Clerk Stenographer (Sch. 40.8 684B826)	1450 Principal Clerk Steno- grapher (Sch. 42.7 748B903)

Action: Adopt staff report.

1019-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 17)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
370-84/85	Port	William L. Burch & Associates, Inc.
371-84/85	Port	U.S.A. Charter
372-84/85	Port	Allstate Geotechnical Services
373-84/85	Human Rights Commission	Stanford Mid Peninsula Urban Coalition-Operation Sentinel
374-84/85	Public Works	Noble Coastal & Harbor Engineers, Ltd.
375-84/85	Public Works	Hesselberg, Keesee & Associates, Inc.
376-84/85	Public Works	Smith-Emery Company
377-84/85	Public Works	J. Timothy Finn, Interior Designer
378-84/85	Public Works	Brogan Clear-Writing Seminars
379-84/85	Sheriff	Jayne Loughry-Boalt Hall Law School
380-84/85	Superior Court	Robert A. Foy
381-84/85	Airport	The Parry Company
382-84/85	Airport	Marin Consulting Associates
383-84/85	Public Health	Irwin Memorial Blood Bank
384-84/85	Public Health	Asian Women's Health Center
385-84/85	Public Health	University of California
386-84/85	Public Health	S.F. Study Center, Inc.

CLASSIFICATION MATTERS (cont.)

1019-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
387-84/85	Public Health	Smith Kline Laboratories
388-84/85	Airport	School of Ethnic Studies: S.F. State University, Dr. William Paul Ed.D.
389-84/85	Public Utilities Commission	Environmental Internship Program
390-84/85	Public Utilities Commission	Environmental Internship Program
391-84/85	Public Works	University of Florida

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

COMPENSATION MATTERS

2043-85 Salary adjustments and amendments to Administrative Provisions arising out of the Salary Standardization process for 1985-86.
(Calendar Item No. 22)

Action:

1. The following items of the staff report were placed off calendar for further staff research: page 4 - items A24, A26, A28, A30 and A31; page 5 - item A38; page 6 - item B5; page 7 - item D as it pertains to Class 7282 Street Repair Supervisor II and Class 7283 Track Maintenance Superintendent, Municipal Railway.
2. Adopt staff report on the remaining items; notify and forward to the Board of Supervisors.

EXAMINATION MATTERS

3021-85 Appeal of rejection for Class Q2 Police Officer by Kira Tiedgens.
(Calendar Item No. 26)

Action: Over to the meeting of February 25, 1985.

3331-84 Appeal of rejection for Class Q2 Police Officer by Scott A. Ellis.
(Calendar Item No. 23)

October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Ellis' attorney.

October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.

November 13, 1984: Over to the meeting of November 26, 1984 at the request of Mr. Ellis' attorney.

November 26, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Ellis' attorney.
(Recessed to November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Ellis' attorney.

EXAMINATION MATTERS (cont.)

3331-85
(cont.)

January 28, 1985: Over to the meeting of February 11, 1985 at the request of Mr. Ellis' attorney.

Action: Over to the meeting of February 25, 1985 due to Mr. Ellis' non-appearance.

3389-84 Appeal of rejection for Class Q2 Police Officer by Vincent Lock.
(Calendar Item No. 24)

November 26, 1984: Over to the meeting of December 10, 1984.
(Recessed to
November 29, 1984) Mr. Lock to be renotified of hearing.

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of February 11, 1985 at Mr. Lock's request.

Action: Sustain the disqualification of Vincent Lock by the Chief of Police in this examination for Class Q2 Police Officer.

3390-84 Appeal of rejection for Class Q2 Police Officer by Mary Gonzalez.
(Calendar Item No. 25)

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of February 11, 1985 at Ms. Gonzalez' request.

Action: Sustain the disqualification of Mary Gonzalez by the Chief of Police in this examination for Class Q2 Police Officer.

IN-SERVICE MATTERS

4049-85 Civil Service Commission Budget request, fiscal year 1985-86.
(Calendar Item No. 44)

January 28, 1985: Over to the Meeting of February 11, 1985.

Action: Over to the meeting of February 25, 1985.

4091-85 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 19)

Action: Adopt staff report; approve requests for the duration indicated in the staff report.

4092-85 Report of Special Committee: Current status of bilingual services and positions at San Francisco General Hospital Medical Center.
(Calendar Item No. 21)

January 28, 1985: Over to the meeting of February 11, 1985.

Action: Over to the meeting of February 25, 1985.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 11, 1985

PART II - 2 & 4 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Ethel Abello, 1428 Ward Clerk, 24/CPE-2, Department of Public Health, San Francisco General Hospital Medical Center, 10/6/84. (Calendar Item No. 6) (6)

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Off calendar at the request of the Department of Public Health.

Robert Abeyta, 2708 Custodian, 154/E-2, San Francisco Unified School District, Custodial Services Division, 2/5/85. (Calendar Item No. 30) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Vincent Anderson, 9163 Transit Operator, 731/E-112, Public Utilities Commission, Municipal Railway, 4/21/84. (Calendar Item No. 12) (7)

October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Anderson's attorney.

October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.

November 13, 1984: Over to the meeting of November 26, 1984.

November 26, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Anderson's attorney.
(Recessed to November 29, 1984)

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Anderson's attorney.

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Off calendar. Mr. Anderson to notify the Assistant Secretary when prepared to proceed. To remain under waiver of all employment with the City and County of San Francisco pending final decision by the Commission.

Daniel A. Atzinger, 1426 Senior Clerk Typist, 1/CPE-33, Department of Public Works, Building Inspection, 12/22/84. (Calendar Item No. 1) (5)

January 14, 1985: Over to the meeting of January 28, 1985 at Mr. Atzinger's request.

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Over to the meeting of March 11, 1985 at the request of Mr. Atzinger's attorney.

Jacoby M. Barnes, 7381 Automotive Mechanic, 158/E-8, Public Utilities Commission, Municipal Railway, 1/15/85. (Calendar Item No. 3) (4)

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Ronald Belcher, 7381, Automotive Mechanic, 172/E-8, Public Utilities Commission, Municipal Railway, 1/24/85. (Calendar Item No. 33) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Michelle R. Brewster, 1424 Clerk Typist, LT, Department of Public Health, Community Public Health Services, 2/1/85. (Calendar Item No. 28) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Reynaldo I. Calderon, 9163 Transit Operator, 6/E-115, Public Utilities Commission, Municipal Railway, 11/26/84. (Calendar Item No. 39) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Alton Dawson, 8316 Assistant Counselor, 47/E-9, Juvenile Court, Juvenile Hall, 1/21/85. (Calendar Item No. 31) (4)

Action: Dismiss from the Service. Not to be employed again by the Juvenile Court.

Roberto de Freitas, 8320 Counselor, 72/CPE-1, Juvenile Court, Juvenile Hall, 2/2/85. (Calendar Item No. 32) (4)

Action: Over to the meeting of February 25, 1985 at the request of Local 390/400.

Hugh C. Elbert, Jr., Q-50 Sergeant, 356/P-22, San Francisco Police Department, Communications Division, 1/3/85. (Calendar Item No. 36) (6)

Action: Over to the meeting of March 11, 1985 at request of Mr. Elbert's attorney.

Alonzo Elson, 2402 Laboratory Helper, 14/E-7, Department of Public Health, Central Office, 10/23/84. (Calendar Item No. 9) (6)

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Future employment with the Department of Public Health subject to the review and approval of the General Manager, Personnel after two (2) years of satisfactory work experience outside that agency.

Donald English, 7379 Electrical Transit Mechanic, 9/E-13, Public Utilities Commission, Municipal Railway, 11/14/84. (Calendar Item No. 13) (7)

December 10, 1984: Over to the meeting of January 28, 1985.

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Future employment with the Public Utilities Commission subject to the review and approval of the General Manager, Personnel after eighteen (18) months satisfactory work experience outside that agency.

James Evans, 1426 Senior Clerk Typist, 1/CPE-8, San Francisco Community College District, College Division, 12/11/84. (Calendar Item No. 42) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Community College District.

William E. Frazier, Q-2 Police Officer, 197/E-97, San Francisco Police Department, Property Control Division, 1/16/85. (Calendar Item No. 37) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Anthony Latchinson, 2708 Custodian, 138/E-58, Airports Commission, Custodial Division, 1/21/85. (Calendar Item No. 43) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

Melanie Limacher, 2114 Medical Records Technician Supervisor, 6/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 10/22/84. (Calendar Item No. 8) (6)

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Keith E. Matsuo, Q-2 Police Officer, 169/E-97, San Francisco Police Department, Communications Division, 1/16/85. (Calendar Item No. 38) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Ralph N. McGee, 2320 Registered Nurse, 3/E-616, Department of Public Health, San Francisco General Hospital Medical Center, 11/21/84. (Calendar Item No. 10) (6)

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Jacqueline McKnight, 2110 Medical Records Clerk, 6/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 11/21/84. (Calendar Item No. 34) (6)

Action: Over to the meeting of February 25, 1985 at Ms. McKnight's request.

Edmond Melhado, 2736 Porter, 10/E-53, Department of Public Health, San Francisco General Hospital Medical Center, 11/8/84. (Calendar Item No. 41) (7)

Action: Over to the meeting of March 11, 1985 at the request of Mr. Melhado's attorney.

Johnny Peaks, 2708 Custodian, 124/E-2, San Francisco Unified School District, Custodial Services Division, 2/20/84. (Calendar Item No. 29) (4)

May 14, 1984: Over to the meeting of June 11, 1984 at the request of the San Francisco Unified School District.

June 11, 1984: Off calendar at the request of the San Francisco Unified School District.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District and San Francisco Community College District.

Rodney L. Polk, 1424 Clerk Typist, 61/CPE-5, Department of Public Health, Central Office, 12/6/84. (Calendar Item No. 35) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Elton Rivers, 7530 Street Cleaner, LT, Public Utilities Commission, Municipal Railway, 12/18/84. (Calendar Item No. 2) (1)

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Reynaldo Roque, 1426 Senior Clerk Typist, 29/CPE-15, Department of Public Health, San Francisco General Hospital Medical Center, 11/30/84. (Calendar Item No. 5) (4)

January 14, 1985: Over to the meeting of January 28, 1985 at the request of the Department of Public Health.

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Return name to list. Not to be certified to a position involving extensive public contact. The Commission recommended that Mr. Roque secure counseling to enhance his oral communication skills in English.

Edward H. Ruppenstein, Q2 Police Officer, 139/E-97, San Francisco Police Department, Southern Station, 9/6/84. (Calendar Item No. 4) (4)

October 22, 1984: Over to the meeting of November 13, 1984 at Mr. Ruppenstein's request.

November 13, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Ruppenstein's attorney.

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Ruppenstein's attorney.

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Over to the meeting of February 25, 1985 at 2 PM. at the request of the San Francisco Police Department.

Pearl E. Williams, 7324 Beautician, 1/E-2, Department of Public Health, Laguna Honda Hospital, 1/4/85. (Calendar Item No. 11) (7)

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Off calendar pending resolution of discrimination complaint.

Raymond C. Williams, 1424 Clerk Typist, 4/CPE-12, San Francisco Police Department, Technical Services Bureau, 1/15/85. (Calendar Item No. 40) (7)

Action: Future employment with the San Francisco Police Department subject to the review and approval of the General Manager, Personnel after one (1) year of satisfactory work experience outside that agency.

Michael Wright, 1404 Clerk, 40/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 11/9/84. (Calendar Item No. 7) (6)

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 25, 1985

PART I - 2:00 P.M.

Present: Commissioner Lee
Present: Commissioner Munson
Present: Commissioner Texidor del Portillo

DOCUMENTS DEPT.

Excused: Commissioner Gloyd
Commissioner Powell

FEB 25 1985

Commissioner Texidor del Portillo presided

SAN FRANCISCO
PUBLIC LIBRARY

MINUTES: Regular Meeting of February 11, 1985

Action: Approve.

CLASSIFICATION MATTERS

1030-85 Retitling and amendment to the class specifications for classes in the Department of Public Health Chemist Series. (Calendar Item No. 5)

Action: Adopt staff report.

1. Amend and retitle Class 2484 Junior Public Health Chemist to 2484 Public Health Assistant Toxicologist I.
2. Amend and retitle Class 2486 Public Health Chemist I to 2486 Public Health Assistant Toxicologist II.
3. Amend and retitle Class 2488 Public Health Chemist II to 2488 Public Health Assistant Toxicologist III.
4. Amend and retitle Class 2490 Public Health Chemist III to 2490 Public Health Clinical Toxicologist.
5. Amend Section 83/03/000 of the Annual Salary Ordinance administratively.
6. Status of permanent incumbents and eligibles continues without change.

1031-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
392-84/85	CAO	Environmental Intern Program
393-84/85	Public Works	Bodega Bay Institute, Dr. Robert Risebrough
394-84/85	Public Works	Dames & Moore
395-84/85	Public Works	Dr. A. Russell Flegal
396-84/85	Public Library	Lowell A. Martin
397-84/85	Public Utilities Commission/Muni	Carla Swander
398-84/85	Public Utilities Commission/Muni	James A. Lazzara, Scientific Technology Incorporated
399-84/85	Public Utilities Commission	General Farebox Inc.

CLASSIFICATION MATTERS (cont.)(1031-85)
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
400-84/85	Public Health	The Presidio Group, Thomas G. Moore, Jr.
401-84/85	Public Health	Western Associates, Inc.
402-84/85	Public Health	Ramsell Corporation, Sylester Flowers
403-84/85	Public Health	Hospice of San Francisco
404-84/85	Public Health	Ross Peterson, Telecare Corporation
405-84/85	Public Health	Board of Regents, University of California, UCSF Dept. of Psychiatry (SFGH), John T. Hopkin
406-84/85	Public Health	Aquarius Public Management
407-84/85	Public Utilities Commission	Computer Rent
408-84/85	Public Utilities Commission	Danville Research Associates
409-84/85	Public Utilities Commission	C. G. Computer Services
410-84/85	Public Utilities Commission	Information Systems Associates
411-84/85	Public Utilities Commission	Goldfarb-Wasson Associates, Inc.
412-84/85	Public Utilities Commission	Edward Cahill
413-84/85	Airport	Berkeley Software
414-84/85	Port	Vickerman, Zachery and Miller

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1032-84 Appointments in the Systems and Procedures Analyst, Special Project Series. (Calendar Item No. 8)

Action: Adopt staff report.

1. Approve seven exempt appointments as detailed in the staff report in accordance with Charter Section 8.300(5) until eligible lists are established for Classes 1874, 1876, 1862, 1864, and 1866.
2. Approve seven appointments above the entrance rate as detailed in the staff report per the authority of Section VII A.3. of the Salary Standardization Ordinance.
3. Approve such additional exempt, above the entrance rate appointments as are necessary for professional data processing programming and systems analysis services until eligible lists are established for Classes 1874, 1876, 1862, 1864 and 1866, subject to the review and approval of the General Manager, Personnel.

CLASSIFICATION MATTERS (cont.)

1033-85 Classification survey of positions in various City departments.
(Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Water	2	7335 Senior Stationary Engineer (Sch. 51.3 \$1125B1362)	Same
	1	2480 Supervisor of Laboratories, Water Pollution Control (Sch. 59.1 \$1634B1985)	2480 Supervisor of Laboratories Water Quality Control

Action: Adopt staff report.

1249-84 Report from Public Utilities Commission regarding status of "Project Manager" assignments (Reference prior report 1330-83).
(Calendar Item No. 14)

- November 28, 1983: Over to the meeting of December 5, 1983.
- December 5, 1983: Approve. The Public Utilities Commission to submit comprehensive report on implementation within six (6) months and another report following the second six (6) months. Such reports to include all EEO data. The Commission indicated that it would not rescind this action for one (1) year.
- December 10, 1984: Over to the Special Meeting of December 20, 1984.
- December 20, 1984: Report accepted; no action taken. This matter to be recalendared at a January, 1985 meeting concerning the evaluation of this program which was implemented during February, 1984.
- January 28, 1985: Off calendar.

Action: Adopt staff report.

1. Establish a Construction Project Manager classification.
2. Establish an appropriate flat rate of pay for the base class, Construction Project Manager.
3. Establish premium flat rates of pay based on scope/complexity, number of projects, and other compensable factors for which an employee is responsible.
4. In order that existing funded, permanent positions occupied by permanent civil service appointees are not deleted at the expense of Construction Project Manager assignments, the Salary Standardization Ordinance be amended in order to provide the same premium flat rate of pay to such employees when assigned as Construction Project Managers.
5. Projects contemplated are of a limited duration, hence authorization for non-employees for temporary, expert professional, exempt appointments may be made in accordance with Charter Section 8.300(a)(5).

CLASSIFICATION MATTERS (cont.)1249-84
(cont.)

6. Appointees to Project Manager type positions who are temporarily employed as Staff Assistants within the 20 positions previously authorized by the Civil Service Commission are recommended for continuance for one year or until the completion of the project, whichever occurs first.
7. The staff will develop the class specification for Construction Project Manager with recommended rate of pay and premium rates prior to April 1, 1985 and submit to interested parties prior to presentation to the Civil Service Commission for its action.

COMPENSATION MATTERS

2068-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 9)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Georgia Powell 1426 Senior Clerk Typist	City Planning	3	3
Joseph Puncic 1688 Chief Auditor	Controller	3	3
Leonard Woolard 8161 Chief, Family Support Bureau	District Attorney	5	5
Nelvun Joseph 1860 Computer Operations Support Supervisor	Public Health	5	5
Siddique Shaikh 1204 Senior Personnel Clerk	Public Health	3	3
James Vorries 1658 Chief Accountant	Public Health	3	3
Ricardo Hernandez 1105 Executive Director, Rent Arbitration Board	Rent Board	3	3
DeWitt Bowman 1115 Chief Investment Retirement Officer	Retirement System	5	5
Carol Cochran 1426 Senior Clerk Typist	S.F. Unified School District	5	5
Shirley Burns 1446 Senior Clerk Stenographer	Social Services	5	5
John Vera 2973 Assistant General Manager, Department of Social Services	Social Services	5	5

Action: Adopt staff report.

COMPENSATION MATTERS (cont.)

- 2086-85 Reconsideration of staff denial of requests from the United Public Employees Local 390/400. (Calendar Item No. 22A)
Action: Over to the meeting of March 11, 1985 at the request of Local 390/400.
- 2087-85 Reconsideration of staff denial of request on behalf of 7457 Traffic and Street Sign Maintenance Worker. (Calendar Item No. 22B)
Action: Over to the meeting of March 11, 1985 at the request of the appellant.
- 2088-85 Reconsideration of staff denial of requests from the International Federation of Professional and Technical Engineers, Local 21. (Calendar Item No. 22C)
Action: Over to the meeting of March 11, 1985 at the request of Local 21.

EXAMINATION MATTERS

- 3007-85 Request for reconsideration of staff denial of protest regarding the oral examination for Class 7250 Utility Plumber Supervisor I. (Calendar Item No. 19)
Action: Adopt staff report; deny request of Herbert Trautner and Robert P. Spano.
- 3013-85 Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 18)
Action: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.
- 3021-85 Appeal of rejection for Class Q2 Police Officer by Kira Tiedgens. (Calendar Item No. 17)
February 11, 1985: Over to the meeting of February 25, 1985.
Action: Remand to the San Francisco Police Department for the readministration of the polygraph segment of the background review process.
- 3331-84 Appeal of rejection for Class Q2 Police Officer by Scott A. Ellis. (Calendar Item No. 16)
October 1, 1984: Over to the meeting of October 22, 1984 at request of Mr. Ellis' attorney.
October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.
November 13, 1984: Over to the meeting of November 26, 1984 at the request of Mr. Ellis' attorney.
November 26, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Ellis' attorney.
(Recessed to November 29, 1984)
December 10, 1984: Over to the meeting of January 14, 1985.

EXAMINATION MATTERS (cont.)

3331-84
(cont.)

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Ellis' attorney.

January 28, 1985: Over to the meeting of February 11, 1985 at the request of Mr. Ellis' attorney.

February 11, 1985: Over to the meeting of February 25, 1985 due to Mr. Ellis' non-appearance.

Action: Sustain the disqualification of Scott A. Ellis by the Chief of Police in this examination for Class Q2 Police Officer.

3388-84 Reconsideration of Civil Service Commission action of December 20, 1984 (Commissioners Gloyd, Munson, Powell and Texidor del Portillo): Request from the San Francisco Police Department to require polygraph examination of all candidates for Class Q2 Police Officer. (Calendar Item No. 15)

November 26, 1984: Over to the meeting of December 10, 1984. (Recessed to November 29, 1984)

December 10, 1984: Over to the Special Meeting of December 20, 1984.

December 20, 1984: Deny request (Vote of 3 to 2: Commissioners Munson and Powell dissenting).

Action: Over to the meeting of March 11, 1985 at the request of the San Francisco Police Department.

IN-SERVICE MATTERS

4035-85 Determination of the future employment of Joanne Leiva, Class 2320 Registered Nurse, Department of Public Health. (Calendar Item No. 20)

January 28, 1985: Over to the meeting of February 25, 1985 at the request of Ms. Leiva's attorney.

Action: Future employment as a registered nurse or in any other capacity as a health care provider subject to the review and approval of the General Manager, Personnel after completion of five (5) years of satisfactory work experience in or out of the City and County Service. Cancel all current examination and eligibility status as a registered nurse or on any other health care provider list.

4049-85 Civil Service Commission Budget request, fiscal year 1985-86. (Calendar Item No. 22)

January 28, 1985: Over to the meeting of February 11, 1985.

February 11, 1985: Over to the meeting of February 25, 1985.

Action: Approve; forward to the Office of the Mayor.

IN-SERVICE MATTERS (cont.)

- 4092-85 Report of Special Committee: Current status of bilingual services and positions at San Francisco General Hospital Medical Center. (Calendar Item No. 13)
- January 28, 1985: Over to the meeting of February 11, 1985.
- February 11, 1985: Over to the meeting of February 25, 1985.
- Action: Report of Special Committee made and accepted.
- 4124-85 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 7)
- Action: Adopt staff report; approve requests for the duration indicated in the staff report.
- 4125-85 Determination of future employment of Carla Garrett, Class 1708 Senior Telephone Operator, Department of Public Health. (Calendar Item No. 21)
- Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 25, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Keith Amdall, 2320 Registered Nurse, 36/E-643, Department of Public Health, San Francisco General Hospital Medical Center, 12/8/84. (Calendar Item No. 36) (6)

Action: Approve.

Veronica Betteo, 2320 Registered Nurse, 34/E-643, Department of Public Health, San Francisco General Hospital Medical Center, 12/3/84. (Calendar Item No. 35) (6)

Action: Approve.

Jimmy Brooks, 2770 Senior Laundry Worker, V25/P-1, Juvenile Court, 1/25/85. (Calendar Item No. 26) (3)

Action: Grant appeal. Disapprove Automatic Resignation. Reinstate to position.

James Burford, 8214 Parking Control Officer, V27/E-15, Airports Commission, Police Division, 1/8/85. (Calendar Item No. 37) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

Euikyoung Chi, 1424 Clerk Typist, 18/E-210, San Francisco Public Library, 2/5/85. (Calendar Item No. 39) (7)

Action: Over to the meeting of April 8, 1985 at the request of Local 390/400.

Roberto de Freitas, 8320 Counselor, 72/CPE-1, Juvenile Court, Juvenile Hall, 2/2/85. (Calendar Item No. 28) (4)

February 11, 1985: Over to the meeting of February 25, 1985 at the request of Local 390/400.

Action: Over to the meeting of March 11, 1985 at Mr. de Freitas' request.

Ronnie Henderson, 2736 Porter, 18/E-53, Department of Public Health, San Francisco General Hospital Medical Center, 12/21/84. (Calendar Item No. 27) (4)

January 14, 1985: Off calendar at the request of the Department of Public Health.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Jacqueline McKnight, 2110 Medical Records Clerk, 6/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 11/21/84. (Calendar Item No. 34) (6)

February 11, 1985: Over to the meeting of February 25, 1985 at Ms. McKnight's request.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Anthony Melton, 9163 Transit Operator, 244/E-116, Public Utilities Commission, Municipal Railway, 11/5/84. (Calendar Item No. 31) (2)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Reconsideration of Civil Service Commission action of January 14, 1985 (Commissioners Munson, Powell and Texidor del Portillo):
Tamara Morgan, 2320 Registered Nurse, 2/E-16, Department of Public Health, San Francisco General Hospital Medical Center, 8/6/84. (Calendar Item No. 32) (6)

November 26, 1984: Over to the meeting of January 14, 1985 at (Recessed to the request of the Department of Public November 29, 1984) Health.

January 14, 1985: Approve. No restriction on future employment.

Action: Rescind action of January 14, 1985. Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Tae Lim Nam, 2320 Registered Nurse, 4/E-271, Department of Public Health, San Francisco General Hospital Medical Center, 8/10/84. (Calendar Item No. 33) (6)

November 26, 1984: Over to the meeting of December 10, 1984 at the request of the Department of Public Health. (Recessed to November 29, 1984)

December 10, 1984: Off calendar at request of Department of Public Health.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Robert Porter, 7514 General Laborer, 91/E-5, San Francisco Fire Department, Crafts Division, 2/1/85. (Calendar Item No. 29) (4)

Action: Over to the meeting of March 11, 1985 at Mr. Porter's request.

Monica Randolph, 8214 Parking Control Officer, 42/E-15, Airports Commission, Police Division, 1/10/85. (Calendar Item No. 38) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

Edward H. Ruppenstein, Q2 Police Officer, 139/E-97, San Francisco Police Department, Southern Station, 9/6/84. (Calendar Item No. 12) (4)

October 22, 1984: Over to the meeting of November 13, 1984 at Mr. Ruppenstein's request.

November 13, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Ruppenstein's attorney.

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Ruppenstein's attorney.

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

February 11, 1985: Over to the meeting of February 25, 1985 at 2 P.M. at the request of the San Francisco Police Department.

Action: Over to the meeting of March 11, 1985 at request of Mr. Ruppenstein's attorney.

John Straight, 3632 Librarian II, 63/CPE-1, San Francisco Public Library, Excelsior Branch, 7/25/84. (Calendar Item No. 24) (5)

August 27, 1984: Over to the meeting of September 17, 1984 at Mr. Straight's request.

September 17, 1984: Over to the meeting of October 1, 1984 at request of San Francisco Public Library.

October 1, 1984: Over to the meeting of October 22, 1984 at request of San Francisco Public Library.

October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.

November 13, 1984: Over to the meeting of November 26, 1984 due to split vote.

November 26, 1984: Over to the meeting of December 10, 1984 at Mr. Straight's request.
(Recessed to November 29, 1984)

December 10, 1984: Over the meeting of January 28, 1985 at Mr. Straight's request.

January 28, 1985: Over to the meeting of February 25, 1985 at the request of San Francisco Public Library.

Action: Over to the meeting of March 25, 1985 at the request of Mr. Straight's attorney.

Donna Taborsky, 2302 Orderly, 13/E-11, Department of Public Health, Laguna Honda Hospital, 1/24/85. (Calendar Item No. 40) (7)

Action: Over to the meeting of March 11, 1985 at the request of Local 390/400.

Donald Tokarski, 2532 Paramedic, LT, Department of Public Health, San Francisco General Hospital Medical Center, 11/30/84. (Calendar Item No. 25) (1)

January 28, 1985: Over to the meeting of February 25, 1985 at the request of the Department of Public Health.

Action: Over to the meeting of March 25, 1985 due to split vote. Transcript of today's proceeding to be prepared and made available to all Commissioners in advance of next hearing.

Stanley Tsang, Q-2 Police Officer, 161/E-96, San Francisco Police Department, Property Control Division, 1/18/85. (Calendar Item No. 30) (4)

Action: Over to the meeting of March 25, 1985 at Mr. Tsang's request.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 11, 1985

PART I - 2:00 P.M.

DOCUMENTS DEPT.

MAR 19 1985

SAN FRANCISCO
PUBLIC LIBRARY

Present: Commissioner Lee
Present: Commissioner Munson
Present: Commissioner Texidor del Portillo

Excused: Commissioner Gloyd
Excused: Commissioner Powell

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of February 25, 1985

Action: Approve.

CLASSIFICATION MATTERS

1039-85 Classification survey of positions in various City departments.
(Calendar Item No. 5)

<u>Department</u>	No. <u>Pos.</u>	Budgeted Class <u>and Rate</u>	<u>Recommended Class</u>
Port	1	1934 Storekeeper (Sch. 40.7 \$681B822)	Same
Public Utilities Commission	1	1408 Principal Clerk (Sch. 42.7 \$748B903)	Same
	1	1408 Principal Clerk (Sch. 42.7 \$748B903)	1450 Principal Clerk Stenographer (Sch. 42.7 \$748B903)
Public Works	12	7366 Electronic Control Systems Technician (Sch. 54.3 1298B1573) (Enter Step 5)	Establish Class 7336 Electronic Instrumentation Technician, Water Pollution Control (Sch. 54.3 \$1298B1573) (Enter Step 5)
Public Library	1	1650 Accountant (Sch. 42.1 \$728B878)	1652 Senior Accountant (Sch. 46.1 878B1062)
Police	2	1242 Personnel Analyst (Sch. 48.5 \$984B1191)	Same

CLASSIFICATION MATTERS (cont.)

1039-85
(cont.)

<u>Department</u>	No. Pos.	Budgeted Class and Rate	Recommended Class
Mayor	1	9742 Staff Assistant V, Special Project (\$1363B1363)	Establish Class 1111 Executive Director, Relocation Appeals Board at Sch. 51.3 Z \$1125B1362 and approve the fifth step appointment of Mr. Lovell Davis per SSO Section VII A.3.B.

Action: Adopt staff report.

1040-85 Renumbering of one class. (Calendar Item No. 6)

Action: Adopt staff report.

1. Renumber Class 7472T Wire Rope Cable Maintenance Mechanic Trainee to Class 7473 Wire Rope Cable Maintenance Mechanic Trainee.
2. Amend all records related to this class.

1041-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
415-84/85	Public Works	M.S. Caspe Co.
416-84/85	Public Works	Donald W. Alden
417-84/85	Public Works	Lam/Coblentz
418-84/85	Public Works	Pan Marine Constructors, Inc.
419-84/85	Port	Trans Trade, Inc.
420-84/85	Public Health	Mervyn F. Silverman, M.D., M.P.H.
421-84/85	Public Health	Efficient Medical Transportation
422-84/85	City Planning	Shute, Mihaly & Weinberger, Inc.
423-84/85	Social Services	International Social Service, American Branch
424-84/85	Chief Administrative Office	Leon Farley
425-84/85	Social Services	World Institute on Disability
426-84/85	Controller	Jane Irwin Enterprises
427-84/85	Controller	Gentry, Inc.

CLASSIFICATION MATTERS (cont.)

1041-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
428-84/85	Public Works	Flow Science, Inc.
429-84/85	Port	Bendix Environmental Research, Inc.
430-84/85	Port	Triumph Marketing
431-84/85	Controller	Advanced Ventures, Inc.
432-84/85	Controller	Gentry, Inc.
433-84/85	Controller	Poolman, Shih & Platton, Inc.
434-84/85	Controller	Corinne Hagan
435-84/85	Controller	Berkeley Software
436-84/85	Airport	O'Brien-Krietzberg Associates, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1042-85 Classification of two new positions for the Art Commission.
(Calendar Item No. 10)

Action: Adopt staff report.

1. Classify one new position budgeted in Class A526 Administrative Assistant, Art Commission (J \$748B748) to Class 1840 Junior Management Assistant (Sch. 43.0 \$758B916).
2. Establish a new classification of 3563 Director, Neighborhood Art Program (Sch. 50.5 \$1083B1310) as detailed in the staff report.
3. Allocate one new position enumerated in the 1984-85 budget as A533 Director of Neighborhood Art Program, Art Commission (J \$1096B1096) to the new class.
4. Advise the department to submit a Supplemental Appropriation Request to adjust its budget.
5. Amend Section 28/00/00/01001 of the Annual Salary Ordinance to reflect these actions.

1044-85 Request to make a temporary exempt appointment in Class 1880 Chief of Systems. (Calendar Item No. 9)

Action: Adopt staff report.

1. Approve the temporary exempt appointment, effective March 1, 1985, of Mr. Frederick J. Arrendondo to a position in Class 1880 Chief of Systems in accordance with Charter Section 8.300(5) until an eligible list is established.
2. Approve the appointment of Mr. Frederick J. Arrendondo, effective March 1, 1985, at the second step of the range for Class 1880 (1984-85 \$2043 bi-weekly, \$53,322 annually) per the authority of Section VII A.3. of the Salary Standardization Ordinance.

COMPENSATION MATTERS

2086-85 Reconsideration of staff denial of requests from the United Public Employees Local 390/400. (Calendar Item No. 14)

February 25, 1985: Over to the meeting of March 11, 1985 at the request of Local 390/400.

- Action:
1. For the Planner II Benchmark - add data of California cities of 250,000 population or more which are not now included.
 2. Adopt balance of staff report; deny requests.

2087-85 Reconsideration of staff denial of request on behalf of 7457 Traffic and Street Sign Maintenance Worker. (Calendar Item No. 15)

February 25, 1985: Over to the meeting of March 11, 1985 at the request of the appellant.

- Action: Adopt staff report; deny request.

2088-85 Reconsideration of staff denial of requests from the International Federation of Professional and Technical Engineers, Local 21. (Calendar Item No. 16)

February 25, 1985: Over to the meeting of March 11, 1985 at the request of Local 21.

- Action:
1. Sever Item #4 of staff report and place off calendar.
 2. Items #2 and #3 of staff report recessed to Friday, March 15, 1985.
 3. Adopt balance of staff report (Items #1 and #5); deny requests.

2096-85 Salary adjustments and amendments pertaining to Salary Standardization Fiscal Year 1985-86. (Calendar Item No. 18)

- Action:
1. Sever Item 16 related to the Registrar and Assistant Registrar and place off calendar. Future action on these classes subject to the stipulations made by the Commission related to past internal adjustments.
 2. Items on addenda A and B of this file recessed to Friday, March 15, 1985.
 3. Adopt balance of staff report; approve recommendations as indicated; forward to the Board of Supervisors.

2110-85 Salary Standardization, 1985-86; inclusion of private sector salary data and latest public sector data; final benchmark salary recommendations. (Calendar Item No. 17)

- Action:
1. Delete Class 5310 Surveyor's Field Assistant Benchmark and allocate classes thereon to the Class 5204 Assistant Civil Engineer Benchmark.
 2. Adopt balance of staff report; forward to the Board of Supervisors.

COMPENSATION MATTERS (cont.)

2117-85 Request for use of salary data from public jurisdictions reflecting wage rates effective after the beginning of the fiscal year.
(Calendar Item No. 23A)

Action: Consideration of this matter recessed to Friday, March 15, 1985.

2118-85 Appeal of the decision of the General Manager, Personnel to deny comparable worth equity adjustments for 1985-86 salary setting.
(Calendar Item No. 23B)

Action: Adopt staff report; deny request based on present constraints of Charter Section 8.407 per the City Attorney Opinion of February 8, 1985. Staff to continue to review the concept of comparable worth to explore the possibilities of implementation without violation of the provisions of Charter Section 8.407.

EXAMINATION MATTERS

3042-85 Challenge by candidate of Susanne Low's qualifications for Class 6230 Street Inspector examination. (Calendar Item No. 22)

Action: Find Susanne Low qualified in this examination for Class 6230 Street Inspector.

3302-85 Appeal of rejection for Class Q2 Police Officer by Monica K. Stotts.
(Calendar Item No. 20)

Action: Sustain the disqualification of Monica K. Stotts by the Chief of Police in this examination for Class Q2 Police Officer.

3303-85 Appeal of rejection for Class Q2 Police Officer by Carlos J. Machado.
(Calendar Item No. 21)

Action: Over to the meeting of March 25, 1985 at the request of Mr. Machado's attorney.

3306-85 Appeal of rejection for Class Q2 Police Officer by Marianna Williams.
(Calendar Item No. 19)

Action: Sustain the disqualification of Marianna Williams by the Chief of Police in this examination for Class Q2 Police Officer.

3388-84 Reconsideration of Civil Service Commission action of December 20, 1984 (Commissioners Gloyd, Munson, Powell and Texidor del Portillo): Request from the San Francisco Police Department to require polygraph examination of all candidates for Class Q2 Police Officer. (Calendar Item No. 13)

November 26, 1984: Over to the meeting of December 10, 1984.
(Recessed to November 29, 1984)

December 10, 1984: Over to the Special Meeting of December 20, 1984.

December 20, 1984: Deny request (Vote of 3 to 2:
Commissioners Munson and Powell dissenting).

EXAMINATION MATTERS (cont.)

3388-84
(cont.)

February 25, 1985: Over to the meeting of March 11, 1985 at the request of the San Francisco Police Department.

Action: Over to the meeting of March 25, 1985 at the request of Commissioner Powell.

IN-SERVICE MATTERS

4163-85 Request for extension of holdover rights for various employees in Class 3280 Assistant Recreation Director.
(Calendar Item No. 8)

Action: Adopt staff report; extend holdover rights for the employees in Class 3280 Assistant Recreation Director specified in the staff report.

4164-85 Determination of the future employment of Darrell Raglin, Class 1424 Clerk Typist, Recreation and Parks Department. (Calendar Item No. 23)

Action: Adopt the recommendation of the Recreation and Parks Department: Future employment subject to the review and approval of the General Manager, Personnel after satisfactory completion of one (1) year of satisfactory work experience outside the City and County service and after medical clearance by a designated Civil Service Commission physician. No future employment with the Recreation and Parks Department.

4165-85 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 7)

Action: Adopt staff report; approve requests for the duration indicated in the staff report.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 11, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Daniel A. Atzinger, 1426 Senior Clerk Typist, 1/CPE-33, Department of Public Works, Building Inspection, 12/22/84. (Calendar Item No. 25) (5)

January 14, 1985: Over to the meeting of January 28, 1985 at Mr. Atzinger's request.

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

February 11, 1985:: Over to the meeting of March 11, 1985 at the request of Mr. Atzinger's attorney.

Action: Deny appeal. Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

William W. Callen, 1227 Testing Technician, 6/E-1, San Francisco Community College District, GED/Assessment Center, 2/19/85. (Calendar Item No. 29) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Community College District.

Mercedes Cronen, 1424 Clerk Typist, 2/CPE-8, Department of Public Health, San Francisco General Hospital Medical Center, 10/5/84. (Calendar Item No. 31) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Roberto de Freitas, 8320 Counselor, 72/CPE-1, Juvenile Court, Juvenile Hall, 2/2/85. (Calendar Item No. 28) (4)

February 11, 1985: Over to the meeting of February 25, 1985 at the request of Local 390/400.

February 25, 1985: Over to the meeting of March 11, 1985 at Mr. de Freitas' request.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Juvenile Court.

Corbett F. Dickey, Q-2 Police Officer, 124/E-91, San Francisco Police Department, Park Station, 2/14/85. (Calendar Item No. 37) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Pamela Driscoll, 2320 Registered Nurse, 2/E-594, Department of Public Health, San Francisco General Hospital Medical Center, 11/11/84. (Calendar Item No. 32) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Hugh C. Elbert, Jr., Q-50 Sergeant, 356/P-22, San Francisco Police Department, Communications Division, 1/3/85. (Calendar Item No. 30) (6)

February 11, 1985: Over to the meeting of March 11, 1985 at request of Mr. Elbert's attorney.

Action: Off calendar at the request of Mr. Elbert's attorney. Mr. Elbert or his attorney to notify the Assistant Secretary when prepared to proceed. Ineligible for any employment with the City and County pending final resolution of this matter.

Edmond Melhado, 2736 Porter, 10/E-53, Department of Public Health, San Francisco General Hospital Medical Center, 11/8/84. (Calendar Item No. 33) (7)

February 11, 1985: Over to the meeting of March 11, 1985 at the request of Mr. Melhado's attorney.

Action: Over to the meeting of March 25, 1985 at the request of Local 790.

Jack Mohrbacher, Ph.D., 2574 Clinical Psychologist, 8/E-9, Department of Public Health, Community Mental Health Services, 11/19/84. (Calendar Item No. 34) (7)

January 14, 1985: Over to the meeting of March 11, 1985 at Dr. Mohrbacher's request.

Action: Over to the meeting of April 22, 1985 at Dr. Mohrbacher's request.

Robert Porter, 7514 General Laborer, 91/E-5, San Francisco Fire Department, Crafts Division, 2/1/85. (Calendar Item No. 27) (4)

February 25, 1985: Over to the meeting of March 11, 1985 at Mr. Porter's request.

Action: Over to the meeting of March 25, 1985 at Mr. Porter's request.

Edward H. Ruppenstein, Q2 Police Officer, 139/E-97, San Francisco Police Department, Southern Station, 9/6/84. (Calendar Item No. 26) (4)

October 22, 1984: Over to the meeting of November 13, 1984 at Mr. Ruppenstein's request.

November 13, 1984: Over to the meeting of December 10, 1984 at the request of Mr. Ruppenstein's attorney.

December 10, 1984: Over to the meeting of January 14, 1985.

January 14, 1985: Over to the meeting of January 28, 1985 at the request of Mr. Ruppenstein's attorney.

January 28, 1985: Over to the meeting of February 11, 1985 at 2 P.M.

February 11, 1985: Over to the meeting of February 25, 1985 at 2 P.M. at the request of the San Francisco Police Department.

February 25, 1985: Over to the meeting of March 11, 1985 at request of Mr. Ruppenstein's attorney.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Donna Taborsky, 2302 Orderly, 13/E-11, Department of Public Health, Laguna Honda Hospital, 1/24/85. (Calendar Item No. 35) (7)

February 25, 1985: Over to the meeting of March 11, 1985 at the request of Local 390/400.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Edward L. Waldorph, Q-2 Police Officer, 25/E-92, San Francisco Police Department, Communications Division, 12/6/84. (Calendar Item No. 36) (7)

January 28, 1985: Over to the meeting of March 11, 1985 at the request of Mr. Waldorph's attorney.

Action: Over to the meeting of March 25, 1985 at the request of Mr. Waldorph's attorney.

ADJOURNMENT

The Civil Service Commission adjourned its meeting in memory of Alma Jean Williams, sister of Commissioner Howard Gloyd.

Karena Lee, 2450 Pharmacist, 7/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 10/2/84. (Calendar Item No. 44) (6)

November 13, 1984: Remand to the department for completion of the review procedure required by Civil Service Commission Rule 33.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after completion of two (2) years of satisfactory work experience as a Pharmacist outside the City and County service acquired in a hospital inpatient setting.

Melanie Limacher, 2114 Medical Records Technician Supervisor, 6/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 10/22/84. (Calendar Item No. 48) (6)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Ralph N. McGee, 2320 Registered Nurse, 3/E-616, Department of Public Health, Central Office, 11/21/84. (Calendar Item No. 49) (6)

Action: Over to the meeting of February 11, 1985 at 2 P.M.

Michael Murphy, 7334 Stationary Engineer, 29/E-18, Recreation and Park Department, Structural Maintenance Division, 11/29/84. (Calendar Item No. 42) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Not to be employed again by the Recreation and Parks Department.

Sarasuvathy Nagaratnam, 2320 Registered Nurse, 3/E-649, Department of Public Health, San Francisco General Hospital Medical Center, 8/21/84. (Calendar Item No. 50) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

David M. Rigor, 7409 Electric Transit Service Worker, 14/E-5, Public Utilities Commission, Municipal Railway, 1/2/85. (Calendar Item No. 58) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Bobby J. Rivers, 9163 Transit Operator, 417/E-112, Public Utilities Commission, Municipal Railway, 11/13/84. (Calendar Item No. 57) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 25, 1985

PART I - 2:00 P.M.

Commissioner Gloyd presided

MINUTES: Regular Meeting of March 11, 1985
(Items 2088-85, 2096-85 and 2117-85 Recessed to March 15, 1985)

Action: Approve.

CLASSIFICATION MATTERS

1050-85 Classification survey of positions in various City departments.
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health SFGH	1	2112 Medical Records Technician (Sch. 42.0 \$724B874)	Same
PUC Municipal Railway	1	7242 Painter Supervisor I (Sch. 50.2 \$1067B1291)	Same
	1	7219 Maintenance Estimator and Scheduler (Sch. 48.9 \$1003B1214)	Same
Fine Arts Museum	1	1650 Accountant (Sch. 42.1 \$721B878)	1652 Senior Accountant (Sch. 46.1 \$878B1062)

Action: Adopt staff report.

1051-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
437-84/85	Parking Authority	Gordon H. Chong & Associates, Inc.
438-84/85	Chief Administrative Office	Smith, Goerss & Ferneborg, Inc.
439-84/85	Chief Administrative Office	Brown, Vence & Associates, Inc.
440-84/85	Mayor's Office	Solar Initiative
441-84/85	Public Utilities Commission	Xondex Enterprises Ltd.

CLASSIFICATION MATTERS (cont.)

1051-85 (cont.)	<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
	442-84/85	Public Utilities Commission	Frederick Burk Foundation (FBF)
	443-84/85	Public Utilities Commission	Pearce & Frankman Inc.
	444-84/85	Public Utilities Commission	Rudolph Metzner, Water & Energy Management Co.
	445-84/85	Public Health	Dr. Carol Korenbrot
	446-84/85	Public Health	Dr. Jeffrey Gould
	447-84/85	Public Health	Kitty Ryan
	448-84/85	Public Health	Linda Eberth, MSW
	449-84/85	Public Health	Mary O'Connor, R.N.
	450-84/85	Public Health	Lt. Phillip Dunnigan
	451-84/85	Public Health	Mission Area Health Associates, Inc.
	452-84/85	Public Health	Gerald Bosworth
	453-84/85	Public Health	To Be Selected (MBE/WBE/LBE Bid Process)
	454-84/85	Public Health	Andy Calvert (A.J.C. Associates)
	455-84/85	Public Health	To Be Selected (MBE/WBE/LBE Bid Process)
	456-84/85	Public Health	Youth Environment Study (Y.E.S.), Inc. Dr. Harvey Feldman
	457-84/85	Controller	Gentry, Inc.
	458-84/85	Public Works	T.Y. Lin International
	459-84/85	Public Utilities Commission	OPAD

Action: Adopt staff report; notify the offices of the Controller and the Purchaser. (On Contract 458-84/85: Vote of 4 to 1 - Commissioner Powell dissents).

1052-85 Request from the Department of Public Works to utilize one position in Class 9748 Staff Assistant VIII, Special Project. (Calendar Item No. 6)

Action: Adopt staff report.

Approve the use of Class 9748 Staff Assistant VIII, Special Project (\$199081990) for one position in the Department of Public Works through June 30, 1985.

CLASSIFICATION MATTERS (cont.)

1241-84 Reconsideration of Civil Service Commission action of December 20, 1984 (Commissioners Gloyd, Munson and Texidor del Portillo): Personal Services Contract Number 298-84/85 between the Department of Public Works and Roger Owen Boyer and Associates. (Calendar Item No. 11)

December 20, 1984: Deny request for personal services contract.

Action: 1. Rescind action of December 20, 1984.

2. Adopt staff report; notify the offices of the Controller and the Purchaser.

EXAMINATION MATTERS

3013-85 Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 12)

February 25, 1985: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.

Action: Over to the meeting of April 22, 1985 at the request of Ms. Scarborough's attorney.

3055-85 Protest of the amended announcement for Class 9158 Assistant Claims Agent. (Calendar Item No. 15)

Action: Over to the meeting of April 8, 1985 by Commission action.

3056-85 Appeal of denial of protest on the interview portion of the examination for Class 9256 Airport Assistant General Manager, Operations and Maintenance. (Calendar Item No. 16)

Action: Over to the meeting of April 8, 1985 at the request of appellant's attorney.

3058-85 Appeal of rejection of application for the examination for Class 9222 Airport Operations Coordinator. (Calendar Item No. 17)

Action: Over to the meeting of April 8, 1985 at the request of the appellant.

3303-85 Appeal of rejection for Class Q2 Police Officer by Carlos J. Machado. (Calendar Item No. 13)

March 11, 1985: Over to the meeting of March 25, 1985 at the request of Mr. Machado's attorney.

Action: Sustain the disqualification of Carlos J. Machado by the Chief of Police in this examination for Class Q2 Police Officer.

3309-85 Appeal of rejection for Class Q2 Police Officer by Jimmy R. Pineda. (Calendar Item No. 14)

Action: Over to the meeting of April 22, 1985 at Mr. Pineda's request.

EXAMINATION MATTERS (cont.)

- 3388-84 Reconsideration of Civil Service Commission action of December 20, 1984 (Commissioners Gloyd, Munson, Powell and Texidor del Portillo): Request from the San Francisco Police Department to require polygraph examination of all candidates for Class Q2 Police Officer. (Calendar Item No. 10)
- November 26, 1984: Over to the meeting of December 10, 1984. (Recessed to November 29, 1984)
- December 10, 1984: Over to the Special Meeting of December 20, 1984.
- December 20, 1984: Deny request (Vote of 3 to 2: Commissioners Munson and Powell dissenting).
- February 25, 1985: Over to the meeting of March 11, 1985 at the request of the San Francisco Police Department.
- March 11, 1985: Over to the meeting of March 25, 1985 at the request of Commissioner Powell.
- Action:
1. Rescind action of December 20, 1984.
 2. Approve request of the San Francisco Police Department to administer the polygraph examination to all candidates for Class Q2 Police Officer for a one-year trial period subject to the restrictions and reporting requirements detailed in a letter dated March 11, 1985 from Chief Cornelius Murphy which is contained in the file on this matter and is hereby incorporated into this action by reference.
 3. The Commission requested that the Chief of Police explore the possibilities of application of required polygraph examination to current members of the San Francisco Police Department.
 4. The Commission directed that the record reflect that its past and present reservations over the use of polygraph examinations is principally due to its concern over civil rights rather than adverse impact.
 5. The Commission directed that the San Francisco Police Department use the results of the polygraph examination program to ascertain cost savings and to conduct a study on the reliability of such examinations as a screening device for producing good police officers.

- 4199-85 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 7)
- Action: Adopt staff report; approve requests for the duration indicated in the staff report.

IN-SERVICE MATTERS (cont.)

4200-85 Determination of the future employment of Sandra Carruthers, Class 2320 Registered Nurse, Department of Public Health.
(Calendar Item No. 18)

Action: Approve recommendation of the Department of Public Health: Future employment subject to the review and approval of the General Manager, Personnel after satisfactory completion of two year's (2) work experience outside the City and County service.

4204-85 Review of non-civil service work record of Januaria Mendoza, Class 1428 Ward Clerk, Department of Public Health. (Calendar Item No. 19)

Action: Approve recommendation of the Department of Public Health: Future employment subject to the review and approval of the General Manager, Personnel after satisfactory completion of the following three courses:

- (1) English as a second language
- (2) Ward Clerk training refresher
- (3) medical terminology

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 25, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Gary Castillo, 7342 Locksmith, 3/E-6, San Francisco Unified School District, Buildings and Grounds Division, 3/1/85. (Calendar Item No. 27) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Luis DeJesus, 2905 Senior Eligibility Worker, 5/CPE-3, Department of Social Services, 2/26/85. (Calendar Item No. 34) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

William R. Durrell, 2708 Custodian, 15/E-3, San Francisco Community College District, College Division, 3/1/85. (Calendar Item No. 26) (4)

Action: Return name to list. Not to be employed again by the San Francisco Community College District. One more opportunity to establish a satisfactory work record.

Nicanor E. Guerra, Q-2 Police Officer, 172/E-94, San Francisco Police Department, Personnel & Training Division, 2/21/85. (Calendar Item No. 32) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Reconsideration of Civil Service Commission action of February 11, 1985 (Commissioners Lee, Munson, Powell and Texidor del Portillo): Keith E. Matsuo, Q-2 Police Officer, 169/E-97, San Francisco Police Department, Communications Division, 1/16/85. (Calendar Item No. 29) (6)

February 11, 1985: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Action: Remand to the Chief of Police for reconsideration of the certification of services.

Edmond Melhado, 2736 Porter, 10/E-53, Department of Public Health, San Francisco General Hospital Medical Center, 11/8/84. (Calendar Item No. 30) (7)

February 11, 1985: Over to the meeting of March 11, 1985 at the request of Mr. Melhado's attorney.

March 11, 1985: Over to the meeting of March 25, 1985 at the request of Local 790.

Action: Not to be employed again by the Department of Public Health.

Marcia L. Neil, 1802 Research Assistant, 6/E-5, San Francisco Police Department, Planning and Research Division, 3/4/85. (Calendar Item No. 33) (7)

Action: Off calendar pending resolution of discrimination complaint.

Robert Porter, 7514 General Laborer, 91/E-5, San Francisco Fire Department, Crafts Division, 2/1/85. (Calendar Item No. 25) (4)

February 25, 1985: Over to the meeting of March 11, 1985 at Mr. Porter's request.

March 11, 1985: Over to the meeting of March 25, 1985 at Mr. Porter's request.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Fire Department.

Benjamin Singleton, 2727 School Custodian Supervisor I, 8/CPE-5, San Francisco Community College District, College Division, 3/1/85. (Calendar Item No. 22) (5)

Action: Over to the meeting of April 8, 1985 at the request of Local 790.

Barbara Smith, 2604 Food Service Worker, 8/E-7, Department of Public Health, Laguna Honda Hospital, 3/2/85. (Calendar Item No. 28) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

John Straight, 3632 Librarian II, 63/CPE-1, San Francisco Public Library, Excelsior Branch, 7/25/84. (Calendar Item No. 21) (5)

August 27, 1984: Over to the meeting of September 17, 1984 at Mr. Straight's request.

September 17, 1984: Over to the meeting of October 1, 1984 at request of San Francisco Public Library.

October 1, 1984: Over to the meeting of October 22, 1984 at request of San Francisco Public Library.

October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.

November 13, 1984: Over to the meeting of November 26, 1984 due to split vote.

November 26, 1984: Over to the meeting of December 10, 1984 at Mr. Straight's request.
(Recessed to November 29, 1984)

December 10, 1984: Over the meeting of January 28, 1985 at Mr. Straight's request.

January 28, 1985: Over to the meeting of February 25, 1985 at the request of San Francisco Public Library.

February 25, 1985: Over to the meeting of March 25, 1985 at the request of Mr. Straight's attorney.

Action: Over to the meeting of April 22, 1985 at the request of Mr. Straight's attorney.

Donald Tokarski, 2532 Paramedic, LT, Department of Public Health, San Francisco General Hospital Medical Center, 11/30/84. (Calendar Item No. 23) (1)

January 28, 1985: Over to the meeting of February 25, 1985 at the request of the Department of Public Health.

February 25, 1985: Over to the meeting of March 25, 1985 due to split vote. Transcript of today's proceeding to be prepared and made available to all Commissioners in advance of next hearing.

Action: Over to the meeting of April 8, 1985 due to split vote.

Stanley Tsang, Q-2 Police Officer, 161/E-96, San Francisco Police Department, Property Control Division, 1/18/85. (Calendar Item No. 24) (4)

February 25, 1985: Over to the meeting of March 25, 1985 at Mr. Tsang's request.

Action: No restrictions on future employment.

Edward L. Waldorph, Q-2 Police Officer, 25/E-92, San Francisco Police Department, Communications Division, 12/6/84. (Calendar Item No. 31) (7)

January 28, 1985: Over to the meeting of March 11, 1985 at the request of Mr. Waldorph's attorney.

March 11, 1985: Over to the meeting of March 25, 1985 at the request of Mr. Waldorph's attorney.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

ADJOURNMENT

The Civil Service Commission adjourned its meeting in memory of John Crowley, Executive Secretary/Treasurer, San Francisco Labor Council.

RECESSED MEETING OF MARCH 11, 1985

MARCH 15, 1985

3:00 P.M.

ROOM 282, SECOND FLOOR, CITY HALL

Present: Commissioner Gloyd
Present: Commissioner Lee
Present: Commissioner Munson
Present: Commissioner Powell
Present: Commissioner Texidor del Portillo

Commissioner Gloyd presided.

SPECIAL ORDER OF BUSINESS

The Civil Service Commission directed that the San Francisco Community College District be advised that the Civil Service Commission has recommended that the District avail itself of the workshops and other training programs in sexual harassment currently available for managerial and supervisory personnel through the Civil Service Commission's Equal Employment Opportunity Unit.

COMPENSATION MATTERS

2088-85 Reconsideration of staff denial of requests from the International Federation of Professional and Technical Engineers, Local 21. (Calendar Item No. 1)

February 25, 1985: Over to the meeting of March 11, 1985 at the request of Local 21.

March 11, 1985:

1. Sever Item #4 of staff report and place off calendar.
2. Items #2 and #3 of staff report related to the Street Inspector series and the Traffic Survey Technician recessed to Friday, March 15, 1985.
3. Adopt balance of staff report (Items #1 and #5); deny requests.

Action: Adopt staff report; deny requests on Items #2 and #3 of staff report (Vote of 4 to 1: Commissioner Powell dissents).

2096-85 Salary adjustments and amendments pertaining to Salary Standardization Fiscal Year 1985-86. (Calendar Item No. 2)

March 11, 1985:

1. Sever Item #16 related to the Registrar and Assistant Registrar and place off calendar. Future action on these classes subject to the stipulations made by the Commission related to past internal adjustments.
2. Items on addenda A and B of this file related to the establishment of Chief Executive Hospital Administrator benchmark and the internal adjustment for Class 1958 Supervising Purchaser recessed to Friday, March 15, 1985.

COMPENSATION MATTERS (cont.)

2096-85
(cont.)

3. Adopt balance of staff report; approve recommendations as indicated; forward to the Board of Supervisors.

Action: Adopt staff report; approve recommendations as indicated; forward to the Board of Supervisors.

2117-85 Request for use of salary data from public jurisdictions reflecting wage rates effective after the beginning of the fiscal year.
(Calendar Item No. 3)

March 11, 1985: Consideration of this matter recessed to Friday, March 15, 1985.

Action: Adopt staff report; deny request (Vote of 4 to 1: Commissioner Powell dissents).

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - APRIL 8, 1985

PART I - 2:00 P.M.

DOCUMENTS DEPT.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Texidor del Portillo

APR 11 1985

SAN FRANCISCO
PUBLIC LIBRARY

Excused: Commissioner Munson
Commissioner Powell

Commissioner Gloyd presided

MINUTES: Regular Meeting of March 25, 1985

Action: Approve.

CLASSIFICATION MATTERS

1056-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
460-84/85	Art Commission	Vera Kopacek
461-84/85	Art Commission	Lesley Ide
462-84/85	Art Commission	Lee Roy Champagne
463-84/85	Art Commission	Manuel Palos
464-84/85	Art Commission	Phoebe McAfee
465-84/85	Art Commission	Lia Cook
466-84/85	Art Commission	Charles Ross
467-84/85	Port Commission	Williams-Kuebelbeck and Assoc., Inc.
468-84/85	Public Works	The Regents of the University of California
469-84/85	Public Works	Henry L. Chapot & Associates
470-84/85	Social Services	S.F. Assoc. for Retarded Children
471-84/85	Social Services	JACKIE
472-84/85	Social Services	S.F. Senior Center
473-84/85	Social Services	Potrero Hill Neighborhood House, Inc.
474-84/85	Social Services	Geneva Social Development Center
475-84/85	Social Services	Catholic Social Services (CSS)
476-84/85	Social Services	Recreation Center for the Handicapped
477-84/85	Social Services	S.F. Society for the Prevention of Cruelty to Animals

1056-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
478-84/85	Superior Court	Mark Vermeulen
479-84/85	Controller	Programming Resources Div. of Computer, Resources Group, Inc.
480-84/85	Controller	Simborg Systems Corp.
481-84/85	Controller	Poolman, Shih & Platton
482-84/85	Controller	DBMS, Inc.
483-84/85	Public Health	Arthur Young & Co.
484-84/85	Public Works	Allstate Geotechnical Service

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1057-85 Classification survey of positions in various City departments.
(Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
PUC/Water	1	7332 Maintenance Machinist (Sch. 51.5 \$1136B1375)	Same
	1	7346 Painter (Sch. 50.2 \$1067B1291)	Same
	1	7205 Chief Stationary Engineer (Sch. 53.5 \$1249B1513)	Same
	1	7287 Supervisor Electronic Maintenance Technician (Sch. 55.9 \$1401B1698)	Same
	1	1450 Principal Clerk Stenographer (Sch. 42.7 \$748B903)	Same
S.F. Community College District	1	1424 Clerk Typist (Sch. 36.8 \$567B684)	1426 Senior Clerk Typist (Sch. 38.8 \$622B752)
S.F. Unified School District	1	1872 Programmer Analyst (Sch. 49.4 \$1027B1243)	1871 Assistant Software Analyst (Sch. 53.5 \$1249B1513)
	1	1875 Senior Software Analyst (Sch. 57.4 \$1506B1827)	1877 Supervising Software Analyst (Sch. 59.9 \$1698B2063)
Public Health/ Central Office	1	"Administrative Secretary, Health Commission"	Establish Class 1551 Secretary, Health Commission (Sch. 58.0 \$1550B1881)

Action: Adopt staff report.

COMPENSATION MATTERS

- 2143-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 5)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Rosa Mariscal 1402 Junior Clerk	Art Commission	5	5
Lane Ferris 1877 Supervising Software Analyst	Controller	5	5
Frederick Arredondo 1880 Chief of Systems	Controller	2	2
Emma House 2114 Medical Records Technical Supervisor	Public Health/ SFGH	4	4
Barbara Bezalel 2558 Senior Physical Therapist	Public Health/ SFGH	4	4
Alan Lipton 8176 Trial Attorney	District Attorney	5	5
Gerald Smith 3630 Librarian I	Public Library	3	3
Dean Elias 7514 General Laborer	Public Works	4	4
Laura Tershy 1446 Senior Clerk Stenographer	S.F. Unified School District	5	5
Jaime Saavedra 2708 Custodian	S.F. Unified School District	5	5
Daniel Daly 4378 Cash Management Investigation Officer	Treasurer	5	5

Action: Adopt staff report.

EXAMINATION MATTERS

- 3055-85 Protest of the amended announcement for Class 9158 Assistant Claims Agent. (Calendar Item No. 12)

March 25, 1985: Over to the meeting of April 8, 1985 by Commission action.

Action: Adopt staff report; deny protest of Philip M. Ellis.

- 3056-85 Appeal of denial of protest on the interview portion of the examination for Class 9256 Airport Assistant General Manager, Operations and Maintenance. (Calendar Item No. 13)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of the appellant's attorney.

Action: Over to the meeting of April 22, 1985.

EXAMINATION MATTERS (cont.)

- 3058-85 Appeal of rejection of application for the examination for Class 9222 Airport Operations Coordinator. (Calendar Item No. 14)
March 25, 1985: Over to the meeting of April 8, 1985 at the request of the appellant.
Action: Adopt staff report; deny appeals of Robert S. Cagle and Andre Pehargou.
- 3062-85 Examination plan for Class H-32 Captain, Division of Fire Prevention and Investigation, San Francisco Fire Department. (Calendar Item No. 15)
Action: Approve.
- 3063-85 Request to announce the examination for Class 8306 Senior Deputy Sheriff as promotional only. (Calendar Item No. 8)
Action: Adopt staff report; announce examination for Class 8306 Senior Deputy Sheriff as promotional only.
- 3315-85 Appeal of written examinations for Class 1654 Principal Accountant and Class 1656 Head Accountant. (Calendar Item No. 15A)
Action: Adopt staff report.

IN-SERVICE MATTERS

- 4230-85 Review of non-civil service work record of Elizabeth Rosenberg, Class 2320 Registered Nurse, Department of Public Health. (Calendar Item No. 16)
Action: Future employment subject to the review and approval of the General Manager, Personnel after satisfactory completion of one year (1) work experience outside the City and County service.
- 4240-85 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 7)
Action: Adopt staff report; approve requests for the duration indicated in the staff report.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - APRIL 8, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Wilbur Brantley, Jr., 9916 Public Service Worker Aide, LT, Public Utilities Commission, San Francisco Municipal Railway, 2/8/85. (Calendar Item No. 20) (1)

Action: Over to the meeting of April 22, 1985 for a full Commission.

Euikyoung Chi, 1424 Clerk Typist, 18/E-210, San Francisco Public Library, 2/5/85. (Calendar Item No. 30) (7)

February 25, 1985 : Over to the meeting of April 8, 1985 at the request of Local 390/400.

Action: Future employment subject to review and approval of the General Manager, Personnel and medical clearance by a physician designated by the General Manager, Personnel. Not to be employed again by the San Francisco Public Library.

Richard E. Curns, 7227 Cement Finisher Supervisor I, 3/CPE-1, Department of Public Works, Bureau of Building Repair, 3/6/85. (Calendar Item No. 19) (5)

Action: Over to the meeting of May 13, 1985. Refer to the Civil Service Commission Equal Employment Opportunity Unit for investigation.

Paul Dunn-Ruiz, 6281 Fire Safety Inspector II, 4/E-1, San Francisco Fire Department, Fire Prevention Division, 3/5/85. (Calendar Item No. 23) (4)

Action: Over to the meeting of April 22, 1985 at the request of Local 21.

Robert Edwards, 7530 Street Cleaner, LT, Department of Public Works, Street Cleaning Division, 3/18/85. (Calendar Item No. 22) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Norma R. Galdamez, 2708 Custodian, 5/E-1, Public Utilities Commission, San Francisco Municipal Railway, 2/23/85. (Calendar Item No. 32) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Jassman A. Harris, 6106 Sanitary Engineering Technician, 14/E-3, Department of Public Works, Water Pollution Control, 2/28/85. (Calendar Item No. 29) (6)

Action: Over to the meeting of April 22, 1985 at the request of Local 21.

Charles Herring, 9163 Transit Operator, 806/E-112, Public Utilities Commission, San Francisco Municipal Railway, 3/8/85. (Calendar Item No. 33) (7)

Action: No future employment in Class 9163 Transit Operator.

Estoria Jackson, 2912 Senior Social Worker, LT, Public Defender, 3/15/85. (Calendar Item No. 21) (1)

Action: Over to the meeting of April 22, 1985 at the request of Local 535.

Lance Luke, 8204 Institutional Police Officer, 4/E-7, Department of Public Health, San Francisco General Hospital Medical Center, 2/26/85. (Calendar Item No. 26) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Reconsideration of Civil Service Commission action of February 25, 1985 (Commissioners Lee, Powell and Texidor del Portillo):
Tamara Morgan, 2320 Registered Nurse, 2/E-16, Department of Public Health, San Francisco General Hospital Medical Center, 8/6/84. (Calendar Item No. 25) (6)

November 26, 1984: Over to the meeting of January 14, 1985 at (Recessed to the request of the Department of Public November 29, 1984) Health.

January 14, 1985: Approve. No restriction on future employment.

February 25, 1985: Rescind action of January 14, 1985.
Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Action: Over to the meeting of April 22, 1985 at the request of Department of Public Health.

Niall J. Philpott, Q-2 Police Officer, 190/E-96, San Francisco Police Department, Personnel and Training Division, 3/20/85. (Calendar Item No. 27) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Scott G. Quinn, Q-2 Police Officer, 49/E-95, San Francisco Police Department, Personnel and Training Division, 3/20/85. (Calendar Item No. 28) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Benjamin Singleton, 2727 School Custodian Supervisor I, 8/CPE-5, San Francisco Community College District, College Division, 3/1/85. (Calendar Item No. 18) (5)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of Local 790.

Action: Over to the meeting of April 22, 1985 at Mr. Singleton's request.

Kenneth Thompson, 2736 Porter, 33/E-54, Department of Public Health, San Francisco General Hospital Medical Center, 3/18/85. (Calendar Item No. 24) (4)

Action: Return name to eligible list.

Donald Tokarski, 2532 Paramedic, LT, Department of Public Health, San Francisco General Hospital Medical Center, 11/30/84. (Calendar Item No. 11) (1)

January 28, 1985: Over to the meeting of February 25, 1985 at the request of the Department of Public Health.

February 25, 1985: Over to the meeting of March 25, 1985 due to split vote. Transcript of today's proceeding to be prepared and made available to all Commissioners in advance of next hearing.

March 25, 1985: Over to the meeting of April 8, 1985 due to split vote.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Department of Public Health.

Lawrence Wilson, 9102 Transit Car Cleaner, 4/E-5, Public Utilities Commission, San Francisco Municipal Railway, 2/15/85. (Calendar Item No. 31) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 13, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd
Present: Commissioner Lee

(Items Missed: 4, 5, 6, 7,
8, 9, 10, 13, 17, 18, 19)

Present: Commissioner Munson
Present: Commissioner Powell

(Items Missed: 26, 27, 29,
30, 31, 34)

Present: Commissioner Texidor del Portillo

Commissioner Gloyd presided

MINUTES: Regular Meeting of April 22, 1985.

Action: Approve.

ANNOUNCEMENTS:

Due to the Memorial Day Holiday, the Civil Service Commission has rescheduled its next meeting from May 27 to May 20. This meeting will be held at 2 P.M. and 3 P.M. in the Department of Public Health Auditorium, Third Floor, 101 Grove Street.

CLASSIFICATION MATTERS

1069-85 From Commissioner Lee: Request for reconsideration of Civil Service Commission action of April 22, 1985:
Amendment and retitling of specification for Class 2895 Program Chief, Community Mental Health Services. (Calendar Item No. 16)

April 22, 1985: Adopt staff report.

1. Amend and retitle Class 2895 Program Chief, Community Mental Health Services to 2895 Deputy Director for Mental Health Programs.
2. Amend Section 87/12/00 of the Annual Salary Ordinance administratively to reflect this action.

Action: 1. Rescind action of April 22, 1985.

2. Over to the meeting of June 10, 1985. The General Manager, Personnel to respond and to report on the following issues:

- A. Cancellation of the examination for this class.
- B. The reorganization of Community Mental Health Services, Department of Public Health where such reorganization impinges on the jurisdiction of the Civil Service Commission.
- C. The Memorandum of Understanding (MOU) with the Department of Public Health forming the Decentralized Personnel Unit.

CLASSIFICATION MATTERS (cont.)

1077-85 Classification of positions in various City departments.
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Hetch Hetchy	1	5210 Senior Civil Engineer (Sch. 59.6 \$1674B2033)	5208 Civil Engineer (Sch. 57.1 \$1484B1800)
Public Utilities Commission	1	1272 Senior Departmental Personnel Officer (Sch. 59.2 \$1642B1994)	Same
Purchasing	2	1952 Purchaser (Sch. 48.4 \$979B1185)	Same
	2	1426 Senior Clerk Typist (Sch. 38.8 \$622B752)	Same
	1	1630 Account Clerk (Sch. 37.5 \$586B707)	Same
	1	1720 Data Entry Operator (Sch. 37.0 \$572B691)	Same

Action: Adopt staff report.

1078-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
519-84/85	Art Commission	Roger Boyce
520-84/85	Art Commission	Judy Hiramoto
521-84/85	Art Commission	John Liikala
522-84/85	Art Commission	Rudy Fernandez
523-84/85	Art Commission	Artists & Conductors for the 1985 POPS Concerts Series: Keith Brion Joel Grey Murry Sidlin John Gary Mel Torme Isaiah Jackson Victor Borge Nelson Riddle Ernie Hecksher The LaBecques Sisters Sarah Vaughn Evan Whallon

1078-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
		Civic Chorale
		Three (3) "Young Stars of the S.F. Opera"
524-84/85	Chief Administrative Office	Arnold Luft
525-84/85	Chief Administrative Office	Brooks & Hughes
526-84/85	City Planning	Anne Bloomfield
527-84/85	Port Commission	Jefferson Associates
528-84/85	Port Commission	Sverdrup and Parcel and Assoc., Inc.
529-84/85	Port Commission	Journal of Commerce
530-84/85	Public Works	Henry L. Chapot & Associates
531-84/85	Public Works	Technical Roof Services, Inc.
532-84/85	Social Services	Family Service Agency of S.F.
533-84/85	Social Services	Glide Memorial United Methodist Church
534-84/85	Public Health	Diane A. Broderick
535-84/85	Chief Administrative Office	To be Selected (list of potential contractors in staff report)

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1081-85 Request from the Department of Public Works to utilize five positions in the Staff Assistant, Special Project series to implement installation of a new telephone system for the City and County of San Francisco. (Calendar Item No. 6)

Action: Adopt staff report. Approve the use of Class 9744 Staff Assistant VI, Special Project (\$1573B1573) for three positions and the use of Class 9742 Staff Assistant V, Special Project (\$1363B1363) for two positions in the Department of Public Works for the Telecommunications Project.

1083-85 Classification of positions for the Hazardous Materials Program of the Fire Department. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish a new classification of 6140 Hazardous Materials Program Manager (Z Sch. 56.3 \$1429B1731), class specification as detailed in the staff report.
2. Allocate one position authorized in the 1984-85 Budget as A648 Program Manager, Hazardous Materials (\$1812B1812) to the new classification of 6140 Hazardous Materials Program Manager.

CLASSIFICATION MATTERS (cont.)

1083-85
(cont.)

3. Approve a temporary exempt appointment at the fifth step in the new Class 6140 Hazardous Materials Program Manager in accordance with Charter Section 8.300(5) and Section VIIA.3B of the Salary Standardization Ordinance pending examination for the class.
4. Establish a new classification of 6138 Industrial Hygienist (Z Sch. 54.8 \$132981611), class specification as detailed in the staff report.
5. Allocate one position authorized in the 1984-85 Budget as A647 Industrial Hygienist (Sch. 56.2 \$1421B1723) to the new classification of 6138 Industrial Hygienist.
6. Classify two new positions of 6281 Fire Safety Inspector II (\$114881148) as authorized in the 1984-85 Budget.
7. Classify one new position of 1446 Senior Clerk Stenographer (Sch. 40.8 \$684B826) as authorized in the 1984-85 Budget.
8. Amend Annual Salary Ordinance Section 31/03/00/01001/001 administratively to reflect these actions.

1084-85 Request from the Department of Public Works to utilize one position in the Staff Assistant, Special Project series to act as Interim Manager of the Solid Waste Program. (Calendar Item No. 8)

Action: Adopt staff report. Approve the use of one position in Class 9752 Staff Assistant X (\$2410B2410) for appointment of Mr. John Cribbs as Interim Manager of the Solid Waste Program for a period not to exceed six (6) months.

1085-85 Request from the Airport to utilize one position in the Staff Assistant, Special Project series. (Calendar Item No. 9)

Action: Adopt staff report. Approve the use of Class 9750 Staff Assistant IX, Special Project (\$219382193) for one position at the Airport for a period not to exceed twenty-four (24) months.

COMPENSATION MATTERS

2171-85 Requests for Supervisory Differential Adjustments as provided by Section IV.F of the Salary Standardization Ordinance, 1984-85. (Calendar Item No. 10)

Action: Adopt staff report; approve Supervisory Differential Adjustments detailed in the staff report; notify departments accordingly.

EXAMINATION MATTERS

3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 21)

Action: Over to the meeting of June 10, 1985 at Mr. Washington's request.

EXAMINATION MATTERS (cont.)

3319-85 Appeal of rejection for Class Q2 Police Officer by Andrew L. Williams III. (Calendar Item No. 18)

Action: Sustain the disqualification of Andrew L. Williams III by the Chief of Police.

3320-85 Appeal of rejection for Class Q2 Police Officer by Anthony J. Fischer. (Calendar Item No. 19)

Action: Sustain the disqualification of Anthony J. Fischer by the Chief of Police.

3361-85 Hearing of charges for dismissal of Lawrence Temple, Class 2708 Custodian, San Francisco Community College District (Charter Section 8.341). (Calendar Item No. 20)

November 26, 1984: Over to the meeting of December 10, 1984.
(Recessed to
November 29, 1984)

December 10, 1984: Over to the Special Meeting of December 20, 1984.

December 20, 1984: Off calendar. Notify the San Francisco Community College District to prefer charges for dismissal pursuant to Charter Section 8.341.

Action: Off calendar at the request of staff.

IN-SERVICE MATTERS (cont.)

4092-85 Report of Bilingual Needs Survey at San Francisco General Hospital Medical Center, Department of Public Health. (Calendar Item No. 15)

May 16, 1983: Over to the meeting of June 6, 1983.
(File No. 4485-83)

June 6, 1983: The Commission directed that a person not involved in the translator/interpreter program or in bilingual education conduct an audit over the next 2 to 3 months to compile an accurate assessment of the bilingual needs at San Francisco General Hospital. This assessment to include the classes, number of positions, and estimated cost. Report of this audit to be on calendar by second meeting in September.
(File No. 4485-83)

November 28, 1983: Over to the meeting of December 5, 1983.
(File No. 4485-83)

December 5, 1983: Over to the meeting of January 9, 1984.
(File No. 4485-83)

January 9, 1984: Over to the meeting of January 23, 1984 at request of staff.
(File No. 4485-83)

January 23, 1984: Over to the meeting of February 6, 1984 at request of staff.
(File No. 4485-83)

IN-SERVICE MATTERS (cont.)

- 4092-85
(cont.) February 6, 1984: Over to the meeting of February 27, 1984 at request of staff.
(File No. 4485-83)
- February 27, 1984: Based on the information provided by the staff report, the Civil Service Commission makes the following recommendations: (File No. 4485-83)
- A. that the San Francisco General Hospital implement the four recommendations contained in the staff report; and, in addition,
 - B. place greater and continuing emphasis on the recruitment and employment of bilingual personnel within the various units of the Hospital as a means of reducing the reliance upon the Interpreter Services Department; and further, that
 - C. the Department of Public Health - EEO Unit coordinate the implementation of these provisions and provide Dr. Silverman and Mr. Boas with concrete goals and timetables for the recruitment and employment of qualified bilingual service providers for all languages where the Task Force determines a demonstrated need exists for such assistance.
- August 13, 1984: Over to the meeting of August 27, 1984 at request of Department of Public Health.
(File No. 4485-83)
- August 27, 1984: Over to the meeting of September 17, 1984 at request of staff. The Commission stipulated that this was the final continuance. (File No. 4485-83)
- September 17, 1984: Civil Service Commission directs the General Manager, Personnel to inform the Director of Department of Public Health that it will utilize the provisions of Charter Section 8.341 if the Department of Public Health does not provide a specific timetable for the filling of the remaining vacant bilingual positions with qualified personnel within 30 days from the date of this hearing. The Commission further stipulates that these positions are to be filled by December 1, 1984.
(File No. 4485-83)
- November 26, 1984:
(Recessed to
November 29, 1984) 1. The Department of Public Health has committed to the following:
(File No. 4485-83)
A. to complete the hiring of the bilingual personnel at San Francisco General Hospital Medical Center by December 1, 1984.

IN-SERVICE MATTERS (cont.)

4092-85
(cont.)

- B. to prepare a comprehensive report of the bilingual positions at San Francisco General Hospital Medical Center by the Civil Service Commission meeting of December 10, 1984. Such report to include the name of the incumbent, the second language, and the location of the position.
2. Previous Civil Service Commission action related to the Interpreter Services at San Francisco General Hospital Medical Center will be reviewed at the Civil Service Commission meeting of December 10, 1984.
3. The Director of Health to be notified in writing of these commitments and of the upcoming review.

December 10, 1984: Over to the Special Meeting of December 20, 1984. (File No. 6059-84)

December 20, 1984: Over to the meeting of January 28, 1985. (File No. 6059-84)

January 28, 1985: Consolidate with File 6059-84. Over to the meeting of February 11, 1985. Commissioners Lee and Texidor del Portillo appointed a Special Committee to review current status of bilingual services and positions at San Francisco General Hospital Medical Center and report back to the Commission. (File No. 4092-85)

February 11, 1985: Over to the meeting of February 25, 1985. (File No. 4092-85)

February 25, 1985: Report of Special Committee made and accepted. (File No. 4092-85)

April 22, 1985: Over to the meeting of May 13, 1985. (Commissioners' New Business)

Action: Over to the meeting of June 10, 1985.

4289-85 Appeal from Edward Sanchez of the decision of the General Manager, Personnel to withhold his certification from the Class 7514 Eligible List. (Calendar Item No. 13)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Sanchez's request.

Action: Over to the meeting of June 10, 1985.

4337-85 Appeal from Karen Collins-Keusch of the decision of the General Manager, Personnel to withhold her certification from Class 1424 Clerk Typist. (Calendar Item No. 17)

Action: Sustain the decision of the General Manager, Personnel. To remain under waiver until medically cleared by a designated Civil Service Commission physician.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 13, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Miki Abimbola, 9163 Transit Operator, 198/E-116, Public Utilities Commission, San Francisco Municipal Railway, 3/11/85. (Calendar Item No. 31) (2)

Action: April 22, 1985: Off calendar at the request of the Transport Workers Union. Ms. Abimbola or his representative to notify the Assistant Secretary when prepared to proceed. Ineligible for all employment with the City and County of San Francisco pending final Civil Service Commission action on this matter.

Action: Return name to list.

Larry Brown, 9163 Transit Operator, 250/E-113, Public Utilities Commission, San Francisco Municipal Railway, 3/15/85. (Calendar Item No. 32) (2)

Action: Over to the meeting of May 20, 1985.

Richard E. Curns, 7227 Cement Finisher Supervisor I, 3/CPE-1, Department of Public Works, Bureau of Building Repair, 3/6/85. (Calendar Item No. 24) (5)

Action: April 8, 1985: Over to the meeting of May 13, 1985. Refer to the Civil Service Commission Equal Employment Opportunity Unit for investigation.

Action: Over to the meeting of May 20, 1985 at request of Civil Service Commission Equal Employment Opportunity Unit.

Paul Dunn-Ruiz, 6281 Fire Safety Inspector II, 4/E-1, San Francisco Fire Department, Fire Prevention Division, 3/5/85. (Calendar Item No. 27) (4)

Action: April 8, 1985: Over to the meeting of April 22, 1985 at the request of Local 21.

Action: April 22, 1985: Over to the meeting of May 13, 1985 at the request of Local 21.

Action: Over to the meeting of June 10, 1985.

Hugh C. Elbert, Jr., Q-50 Sergeant, 356/P-22, San Francisco Police Department, Communications Division, 1/3/85. (Calendar Item No. 33) (6)

February 11, 1985: Over to the meeting of March 11, 1985 at request of Mr. Elbert's attorney.

March 11, 1985: Off calendar at the request of Mr. Elbert's attorney. Mr. Elbert or his attorney to notify the Assistant Secretary when prepared to proceed. Ineligible for any employment with the City and County pending final resolution of this matter.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Mr. Elbert's attorney.

Action: Over to the meeting of June 10, 1985 at request of Mr. Elbert's attorney.

Michelle Fontenot, 2320 Registered Nurse, 18/E-642, Department of Public Health, San Francisco General Hospital Medical Center, 2/11/85. (Calendar Item No. 35) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Jassman A. Harris, 6106 Sanitary Engineering Technician, 14/E-3, Department of Public Works, Water Pollution Control, 2/28/85. (Calendar Item No. 34) (6)

April 8, 1985: Over to the meeting of April 22, 1985 at the request of Local 21.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Local 21.

Action: Approve. Not to be employed again by the Department of Public Works.

Estoria Jackson, 2912 Senior Social Worker, LT, Public Defender, 3/15/85. (Calendar Item No. 25) (1)

April 8, 1985: Over to the meeting of April 22, 1985 at the request of Local 535.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Local 535.

Action: Over to the meeting of June 10, 1985 at request of Local 535.

James C. McCoy, 9163 Transit Operator, 196/E-116, Public Utilities Commission, San Francisco Municipal Railway, 3/11/85. (Calendar Item No. 30) (2)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. McCoy's request.

Action: Return name to list.

Magnolia P. Mejia, 1630 Account Clerk, 213/CPE-1, Commission on the Aging, 3/25/85. (Calendar Item No. 28) (4)

Action: Over to the meeting of June 10, 1985 at request of Local 790.

William Payton, 2302 Orderly, 98/E-311, Department of Public Health, Laguna Honda Hospital, 3/29/85. (Calendar Item No. 36) (7)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Payton's request.

Action: Over to the meeting of May 20, 1985.

Johnny C. Scott, 2302 Orderly, 68/E-311, Department of Public Health, Laguna Honda Hospital, 4/5/85. (Calendar Item No. 37) (7)

Action: Over to the meeting of May 20, 1985.

Benjamin Singleton, 2727 School Custodian Supervisor I, 8/CPE-5, San Francisco Community College District, College Division, 3/1/85. (Calendar Item No. 23) (5)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of Local 790.

April 8, 1985: Over to the meeting of April 22, 1985 at Mr. Singleton's request.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of the San Francisco Community College District and Local 790.

Action: Over to the meeting of June 10, 1985 at request of Local 790.

John Straight, 3632 Librarian II, 63/CPE-1, San Francisco Public Library, Excelsior Branch, 7/25/84. (Calendar Item No. 14) (5)

August 27, 1984: Over to the meeting of September 17, 1984 at Mr. Straight's request.

September 17, 1984: Over to the meeting of October 1, 1984 at request of San Francisco Public Library.

October 1, 1984: Over to the meeting of October 22, 1984 at request of San Francisco Public Library.

October 22, 1984: Over to the meeting of November 13, 1984 at 1 P.M.

November 13, 1984: Over to the meeting of November 26, 1984 due to split vote.

November 26, 1984: (Recessed to November 29, 1984) Over to the meeting of December 10, 1984 at Mr. Straight's request.

December 10, 1984: Over the meeting of January 28, 1985 at Mr. Straight's request.

January 28, 1985: Over to the meeting of February 25, 1985 at the request of San Francisco Public Library.

February 25, 1985: Over to the meeting of March 25, 1985 at the request of Mr. Straight's attorney.

March 25, 1985: Over to the meeting of April 22, 1985 at the request of Mr. Straight's attorney.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Mr. Straight's attorney.
Special Order of Business on 2 P.M. agenda.

Action: Approve. Reinstate to a position in the class from which promoted. Return name to the list for Class 3632 Librarian II. This action has no effect on Mr. Straight's status on the list for Class 3634 Librarian III.

From Commissioner Lee: Review of administrative action taken in the automatic resignation of Joan Tom, Class 2903 Eligibility Worker, Department of Social Services, 8/29/84. (Calendar Item No. 26) (3)

August 29, 1985: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Action: Grant appeal. Disapprove Automatic Resignation.
Reinstate to a position in Class 2903 Eligibility Worker.

Lillie White, 2390 Central Processing and Distribution Technician, 25/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 4/16/85. (Calendar Item No. 29) (4)

Action: Off calendar pending investigation by General Manager, Personnel into past record.

A D J O U R N M E N T

The Civil Service Commission adjourned this meeting in memory of Mr. John A. Ortelle, Manager of San Francisco City Employees' Credit Union for the past fifteen years.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 20, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd
Present: Commissioner Lee
Present: Commissioner Munson
Present: Commissioner Texidor del Portillo

DOCUMENTS DEPT.

May 20, 1985

Excused: Commissioner Powell

SAN FRANCISCO
PUBLIC LIBRARY

Commissioner Gloyd presided.

MINUTES: Regular Meeting of May 13, 1985.

Action: Approve.

ANNOUNCEMENTS

The Civil Service Commission announced that it had met in closed session with the City Attorney at 12 Noon on May 20, 1985 pursuant to the State of California Government Code Section 54956.9 to discuss the matter of the United States of America versus the City and County of San Francisco, et al. (USDC No. C84-7089 MHP). This litigation involves the Class H2 Firefighter examination. In attendance were Commissioners Gloyd, Texidor del Portillo, Lee and Munson and various members of the Commission staff. Also attending were Henry Berman, President of the Fire Commission and Emmet Condon, Chief of the San Francisco Fire Department. No action was taken.

CLASSIFICATION MATTERS

1067-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

April 22, 1985: Contracts 509 through 514 over to the meeting of May 20, 1985.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
509-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)
510-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)
511-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)
512-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)
513-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)
514-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)

Action: Over to the meeting of June 10, 1985 at the request of the Department of Social Services.

CLASSIFICATION MATTERS (cont.)

1086-85 Department of City Planning staffing of the Mission Bay Area Planning Project. (Calendar Item No. 8)

Action: Adopt staff report.

1. Classify four (4) Civil Service positions as follows:

1-5263 Planner V (Project Director)
1-5299 Planner IV - Environmental Review
1-9738 Staff Assistant III, Special Project
(Community Participation)
1-1426 Senior Clerk Typist

2. Approve the exempt appointment of Alec S. Bash to a position in Class 5263 Planner V per Charter Section 8.300(5) to direct an eighteen (18) month Mission Bay Planning Project and approve an appointment to the position at the third step (1773 BW) of the range for Class 5263 Planner V per Section VII A.3 of the Salary Standardization Ordinance.

1088-85 Amendment and retitling of class specifications for the Office of the Registrar of Voters to delete reference to the Recorder functions. (Calendar Item No. 9)

Action: Adopt staff report.

1. Amend and retitle the specification for Class 1128 Registrar of Voters-Recorder to Class 1128 Registrar of Voters. Amended class specification as detailed in the staff report.
2. Amend and retitle the specification for Class 1129 Chief Deputy Registrar of Voters-Recorder to Class 1129 Chief Deputy Registrar of Voters. Amended class specification as detailed in the staff report.
3. Amend Annual Salary Ordinance Section 80/01/00/01001/001 administratively to reflect this action.

1089-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
536-84/85	Commission on Aging	Asian Law Caucus
537-84/85	Commission on Aging	Bayview Hunter's Point Senior Center
538-84/85	Commission on Aging	Bernal Heights Community Foundation
539-84/85	Commission on Aging	Canon Kip Community House, Inc.
540-84/85	Commission on Aging	Catholic Social Services
541-84/85	Commission on Aging	Church of the Advent
542-84/85	Commission on Aging	Family Service Agency
543-84/85	Commission on Aging	Filipino American Council
544-84/85	Commission on Aging	Golden Gate Senior Services
545-84/85	Commission on Aging	Kimochi, Inc.

CLASSIFICATION MATTERS (cont.)

1089-85 (cont.)	<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
	546-84/85	Commission on Aging	Korean Community Services Center
	547-84/85	Commission on Aging	Legal Assistance to the Elderly
	548-84/85	Commission on Aging	Los Mayores De Centro Latino
	549-84/85	Commission on Aging	Meals on Wheels
	550-84/85	Commission on Aging	Mission Community Legal Defense
	551-84/85	Commission on Aging	Mission Neighborhood Centers
	552-84/85	Commission on Aging	Mt. Zion Hospital Geriatric Services
	553-84/85	Commission on Aging	Native American Indian Senior Center
	554-84/85	Commission on Aging	North of Market Health Council
	555-84/85	Commission on Aging	Operation Concern/Pacific Medical Center
	556-84/85	Commission on Aging	Pleasure Endeavors Projects, Inc.
	557-84/85	Commission on Aging	Reality House West
	558-84/85	Commission on Aging	Recreation Center for the Handicapped
	559-84/85	Commission on Aging	Russian American Community Services
	560-84/85	Commission on Aging	The Salvation Army
	561-84/85	Commission on Aging	S.F. Council of Churches
	562-84/85	Commission on Aging	S.F. Home Health Services
	563-84/85	Commission on Aging	S.F. Senior Center - Downtown Branch
	564-84/85	Commission on Aging	Self Help for the Elderly
	565-84/85	Commission on Aging	Services for Seniors
	566-84/85	Commission on Aging	Support Services for Elders
	567-84/85	Commission on Aging	Third Baptist Church
	568-84/85	Commission on Aging	United Jewish Community Centers
	569-84/85	Commission on Aging	Visitacion Valley Community Center
	570-84/85	Commission on Aging	Western Addition Senior Citizens Service Center
	571-84/85	Commission on Aging	YMCA of San Francisco
	572-84/85	Commission on Aging	YMCA of San Francisco

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1090-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
573-84/85	Port	Triumph Marketing
574-84/85	Public Works	Henry L. Chapot & Associates
575-84/85	Sheriff	Hastings College of Law
576-84/85	Sheriff	New College of Law
577-84/85	Sheriff	University of San Francisco, Law School
578-84/85	Sheriff	Golden Gate University, Law School
579-84/85	Sheriff	University of California, Berkeley
580-84/85	Sheriff	Armstrong Law School
581-84/85	Public Utilities Commission	Carl K. Cheney
582-84/85	Public Utilities Commission	Nicole Schapiro
583-84/85	Public Utilities Commission	Betty Burr
584-84/85	Airport	J. Warren & Associates
585-84/85	Sheriff	Jane Loughry-Boalt Hall Law School
586-84/85	Sheriff	Thomas L. Montague
587-84/85	Sheriff	Occupational Health Services, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

COMPENSATION MATTERS

2179-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 7)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Marc Blumberg 8176 Trial Attorney	District Attorney	5	5
Susan Heffron 2116 Associate Director, Medical Records	Public Health	3	3
Sophia Ng 2145 Hospital Associate Administrator	Public Health	5	5
Judy Spinella 2145 Hospital Associate Administrator	Public Health	2	2

COMPENSATION MATTERS (cont.)2179-85
(cont.)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Thomas Waddell 2222 Senior Physician	Public Health	5	5
Dean Echenberg 2233 Supervising Physician Specialist	Public Health	5	5
Florence Stroud 2896 Deputy Director of Community Health Programs	Public Health	2	2
Edward Fonseca 5156 Division Manager, Suburban Operations	Public Utilities Commission/Water	4	4
Michael Moylan 7361 Plasterer	Public Works	5	5
Lila Lim 1860 Computer Operations Support Supervisor	Controller	5	5
Henry Chee 5204 Assistant Civil Engineer	Public Utilities Commission	5	5
Johnson Lim 5204 Assistant Civil Engineer	Public Utilities Commission	3	3
Carolyn Hamilton 4332 Assistant Chief of Investments	Retirement System	2	2

Action: Adopt staff report.

EXAMINATION MATTERS

3013-85 Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 10)

February 25, 1985: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.

March 25, 1985: Over to the meeting of April 22, 1985 at the request of Ms. Scarborough's attorney.

April 22, 1985: Over to the meeting of May 20, 1985 at request of Ms. Scarborough's attorney.

Action: Over to the meeting of June 10, 1985 at request of Ms. Scarborough's attorney.

3056-85 Appeal of denial of protest on the interview portion of the examination for Class 9256 Airport Assistant General Manager, Operations and Maintenance. (Calendar Item No. 15)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of the appellant's attorney.

April 8, 1985: Over to the meeting of April 22, 1985.

EXAMINATION MATTERS (cont.)

- 3056-85 (cont.) April 22, 1985: 1. Over to the meeting of May 20, 1985. The Airports Commission Decentralized Personnel Unit to make requested materials available for inspection by the appellant and his attorney.
2. The EEO staff to investigate allegations of discriminatory treatment of the appellant by the Airports Commission management.
- Action: Off calendar. Refer to the Civil Service Commission - Equal Employment Opportunity Unit for comprehensive investigation of the allegations made by Mr. Oreese Elmore. To be recalendared in sixty (60) days.
- 3107-85 Special Report: Braden vs. Civil Service Commission; and Gary vs. Civil Service Commission. (Calendar Item No. 16)
- Action: Over to the meeting of June 10, 1985 at the request of staff.
- 3109-85 Appeals of denial of protests in the Class Q-60 Lieutenant Oral Appraisal Interview. (Calendar Item No. 17)
- Action: Deny appeals of William Gilbert and Mark Swendsen.
- 3325-85 Appeal of rejection for Class Q2 Police Officer by Ricardo Rubio. (Calendar Item No. 11)
- Action: Over to the meeting of June 10, 1985 at request of Mr. Rubio's attorney.

IN-SERVICE MATTERS

- 4356-85 Appeal of staff decision placing eligible under waiver for appointment in Class 9163 Transit Operator. (Calendar Item No. 18)
- Action: Over to the meeting of June 10, 1985 at request of staff.
- 4373-85 Commendation for Lonell J. Ward, Class 2708 Custodian, San Francisco Unified School District, Claire Lilienthal School. (Calendar Item No. 14)
- Action: Adopt.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 20, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Larry Brown, 9163 Transit Operator, 250/E-113, Public Utilities Commission, San Francisco Municipal Railway, 3/15/85. (Calendar Item No. 22) (2)

May 13, 1985: Over to the meeting of May 20, 1985.

Action: Off calendar at request of Public Utilities Commission.

Richard E. Curns, 7227 Cement Finisher Supervisor I, 3/CPE-1, Department of Public Works, Bureau of Building Repair, 3/6/85. (Calendar Item No. 20) (5)

April 8, 1985: Over to the meeting of May 13, 1985. Refer to the Civil Service Commission Equal Employment Opportunity Unit for investigation.

May 13, 1985: Over to the meeting of May 20, 1985 at the request of the Civil Service Commission, Equal Employment Opportunity Unit.

Action: Over to the meeting of June 10, 1985 due to adjournment. Special Order of Business at 2 P.M.

Ronald Hastings, 7334 Stationary Engineer, 17/E-21, Public Utilities Commission, San Francisco Municipal Railway, 4/2/85. (Calendar Item No. 23) (6)

Action: Approve. Not to be employed again by the Public Utilities Commission.

Eric Marcoux, 2305 Psychiatric Technician, 7/E-9, Department of Public Health, San Francisco General Hospital Medical Center, 4/15/85. (Calendar Item No. 28) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Juma Ostuwari, 1626 Junior Account Clerk, 42/E-6, Retirement System, Workers' Compensation Division, 4/19/85. (Calendar Item No. 24) (4)

Action: Return name to list.

William Payton, 2302 Orderly, 98/E-311, Department of Public Health, Laguna Honda Hospital, 3/29/85. (Calendar Item No. 25) (7)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Payton's request.

May 13, 1985: Over to the meeting of May 20, 1985.

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of six (6) months work experience outside the City and County service.

William Roja, 9102 Transit Car Cleaner, LT, Public Utilities Commission, San Francisco Municipal Railway, 4/3/85. (Calendar Item No. 21) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Johnny C. Scott, 2302 Orderly, 68/E-311, Department of Public Health, Laguna Honda Hospital, 4/5/85. (Calendar Item No. 26) (7)

May 13, 1985: Over to the meeting of May 20, 1985.

Action: Over to the meeting of June 10, 1985 due to adjournment. Special Order of Business at 2 P.M.

Darlene Solas, 1424 Clerk Typist, 2/CPE-6, San Francisco Police Department, Investigations Division, 4/3/85. (Calendar Item No. 27) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 10, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd (Items Missed: 17, 18, 23, 24, 28, 38)
Present: Commissioner Lee
Present: Commissioner Munson (Items Missed: Minutes, 5)
Present: Commissioner Powell (Items Missed: 17, 18, 20, 23, 24, 28, 38)
Present: Commissioner Texidor del Portillo

Commissioner Gloyd presided over the approval of Minutes and Consent Calendar.

Commissioner Lee presided over the balance of the calendar.

MINUTES: Regular Meeting of May 20, 1985.

DOCUMENTS DEPT.

Action: Approve.

JUN 13 1985

SAN FRANCISCO
PUBLIC LIBRARY

ELECTION OF OFFICERS

The following officers were elected for terms of office ending May 31, 1985:

President: Louis Hop Lee
Vice President: Carlota Texidor del Portillo

CLASSIFICATION MATTERS

1067-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

April 22, 1985: Contracts 509 through 514 over to the meeting of May 20, 1985.

May 20, 1985: Over to the meeting of June 10, 1985 at the request of the Department of Social Services.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
509-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)
510-84/85	Social Services	Martin E. Glasser, M.D.
511-84/85	Social Services	Carolyn Block, Ph.D.
512-84/85	Social Services	Alicia F. Lieberman, Ph.D.
513-84/85	Social Services	J. Donald Cohon, Ph.D.
514-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)

Action: 1. Contracts 509-84/85 and 514-84/85 over to the meeting of July 22, 1985 at the request of Department of Social Services.
2. Adopt staff report on Contracts 510-84/85 through 513-84/85; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1069-85 From Commissioner Lee: Request for reconsideration of Civil Service Commission action of April 22, 1985: Amendment and retitling of specification for Class 2895 Program Chief, Community Mental Health Services. (Calendar Item No. 20)

April 22, 1985: Adopt staff report.

1. Amend and retitle Class 2895 Program Chief, Community Mental Health Services to 2895 Deputy Director for Mental Health Programs.
2. Amend Section 87/12/00 of the Annual Salary Ordinance administratively to reflect this action.

May 13, 1985: 1. Rescind action of April 22, 1985

2. Over to the meeting of June 10, 1985. The General Manager, Personnel to respond and to report on the following issues:
 - A. Cancellation of the examination for this class.
 - B. The reorganization of Community Mental Health Services, Department of Public Health where such reorganization impinges on the jurisdiction of the Civil Service Commission.
 - C. The Memorandum of Understanding (MOU) with the Department of Public Health forming the Decentralized Personnel Unit.

Action: 1. Adopt staff report.

- A. Amend and retitle Class 2895 Program Chief, Community Mental Health Services to 2895 Deputy Director for Mental Health Programs.
- B. Amend Section 87/12/00 of the Annual Salary Ordinance administratively to reflect this action.
2. The examination for this class to be administered on a priority basis by the staff of the Civil Service Commission Examination Unit.

1101-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
588-84/85	Public Health	S.F. Suicide Prevention, Inc.
589-84/85	Public Health	Westside Community Mental Health Center
590-84/85	Public Health	Bayview Hunters Point Foundation
591-84/85	Public Health	Audrey L. Smith Development Center, Inc.
592-84/85	Public Health	Edgewood Children's Center

CLASSIFICATION MATTERS (cont.)1101-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
593-84/85	Public Health	Mt. Zion Hospital Medical Center, Bernice Goodwin
594-84/85	Public Health	OBECA/Arriba Juntos-Alexander P. Montenegro, Ph.D.
595-84/85	Public Health	Richmond Area Multi-Services, Inc.
596-84/85	Public Health	Baker Places, Inc., James M. Illig
597-84/85	Public Health	Conard House, Inc., Joseph A. Cronin, Jr.
598-84/85	Public Health	Instituto Familiar de la Raza, Inc.
599-84/85	Public Health	Chinese Newcomers Service Center
600-84/85	Public Health	Baker Places, Inc., Acceptance Place
601-84/85	Public Health	Mission Council on Alcohol Abuse for the Spanish Speaking, Inc.
602-84/85	Public Health	North of Market Senior Health Council
603-84/85	Public Health	National Council on Alcoholism-Bay Area
604-84/85	Public Health	California Alcoholism Treatment Services
605-84/85	Public Health	St. Vincent de Paul Society-District Council of San Francisco
606-84/85	Public Health	Pacific Mental Health Services/Operation Concern
607-84/85	Public Health	Henry Ohlhoff House (Counseling Center)
608-84/85	Public Health	Salvation Army
609-84/85	Public Health	S.F. Mental Health Funds, Inc. - CAAB
610-84/85	Public Health	Bayview-Hunter's Point Foundation for Community Improvement
611-84/85	Public Health	Trauma Center Foundation-Prevention Research Group
612-84/85	Public Health	Liberation House, Inc.
613-84/85	Public Health	Youth Projects, Inc. - HAATS
614-84/85	Public Health	Women's Alcoholism Center
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

CLASSIFICATION MATTERS (cont.)

1102-85 Advance approval of proposed personal services contracts for the City Attorney's Office. (Calendar Item No. 8)

Action: Adopt staff report.

1103-85 Retitling and amendment to specifications in the Secretary/Stenographer series. (Calendar Item No. 16)

Action: Off calendar.

1107-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 7)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
615-84/85	Art Commission	Vera Kopacek
616-84/85	Art Commission	James Polk
617-84/85	Art Commission	Diana Schor
618-84/85	Board of Supervisors	Aubrey Harris P.E.
619-84/85	Board of Supervisors	The ELRA Group
620-85/85	City Attorney	Shute, Mihaly and Weinberger, Inc.
621-84/85	Civil Service Commission	David Garcia
622-84/85	Civil Service Commission	Robert F. Hicks, Ph.D.
623-84/85	Recorder	James P. Maclam, JPM Computer Consulting
624-84/85	CAO	William L. Nickel
625-84/85	Sheriff	Wei M. Lew
626-84/85	Sheriff	Aubrey O. Dent
627-84/85	Sheriff	Carolyn Block
628-84/85	Social Services	Audrey L. Smith Developmental Center, Inc.
629-84/85	Social Services	Family Service Agency of S.F.
630-84/85	Port	Associated Asian CPA Firms
631-84/85	City Planning	Ellen Lai-Shan Yeung
632-84/85	Public Works	Arthur Andersen & Co.
633-84/85	Public Works	Tim Meager & Associates, Inc.
634-84/85	Public Works	Caltrans District 4, Construction Branch
635-84/85	Public Works	California Pipe Survey Inc.
636-84/85	Public Works	Henry L. Chapot & Associates
637-84/85	Social Services	Children's Home Society

CLASSIFICATION MATTERS (cont.)1107-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
638-84/85	District Attorney/ Family Violence	Nancy Broman
639-84/85	District Attorney/ Family Violence	Myesha Jenkins
640-84/85	Airport	Gerson/Overstreet, Architects
641-84/85	Public Works	Signet Testing Laboratories, Inc.
642-84/85	Asian Art Museum	Rene Yvon d'Argence
643-84/85	Asian Art Museum	Rene Yvon d'Argence
644-84/85	Public Works	Testing Engineers, Inc.
645-84/85	Port	Albert L. Robles
646-84/85	CAO	Hellmuth, Obata & Kassabaum
647-84/85	Social Services	Children's Home Society
648-84/85	Public Health	Solem and Associates
649-84/85	Public Health	Marshall & Stevens, Inc.
650-84/85	Public Health	Comprehensive Community Home Health Agency
651-84/85	Police	Harman & Shaheen Associates
652-84/85	Public Utilities Commission/Muni	Koppelman & Associates
653-84/85	Public Utilities Commission	Touche Ross
654-84/85	Public Utilities Commission	Bechtel National, Inc.
655-84/85	Public Works	DeLeuw-Greeley-Hyman, A Joint Venture
656-84/85	Public Utilities	Parsons Brickerhoff Quade & Douglas

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

COMPENSATION MATTERS

2118-85

Reconsideration of Civil Service Commission action of March 11, 1985 (Commissioners Gloyd, Lee, and Powell):
Appeal of the decision of the General Manager, Personnel to deny comparable worth equity adjustments for 1985-86 salary setting. (Calendar Item No. 10)

March 11, 1985: Adopt staff report; deny request based on present constraints of Charter Section 8.407 per the City Attorney Opinion of February 8, 1985. Staff to continue to review the concept of comparable worth to explore the possibilities of implementation without violation of the provisions of Charter Section 8.407.

Action: Over to the meeting of June 24, 1985 at request of Local 790.

COMPENSATION MATTERS (cont.)

- 2193-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 9)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Brian Murphy 8180 Principal Attorney	City Attorney	5	5
John Peak 8180 Principal Attorney	City Attorney	4	4
Thomas Bogott 8180 Principal Attorney	District Attorney	5	5
Monique Zmuda 1551 Administrative Secretary, Health Commission	Public Health	4	4
Thomas Gee 8174 Attorney	Sheriff	5	5

Action: Adopt staff report.

EXAMINATION MATTERS

- 3013-85 Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 22)

February 25, 1985: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.

March 25, 1985: Over to the meeting of April 22, 1985 at the request of Ms. Scarborough's attorney.

April 22, 1985: Over to the meeting of May 20, 1985 at request of Ms. Scarborough's attorney.

May 20, 1985: Over to the meeting of June 10, 1985 at request of Ms. Scarborough's attorney.

Action: Over to the meeting of June 24, 1985 at the request of Ms. Scarborough's attorney.

- 3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 11)

May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.

Action: Over to the meeting of June 24, 1985 at request of Transport Workers Union.

- 3096-85 Appeal of staff denial of protest of terms of the announcement for Class 9142 Transit Manager III. (Calendar Item No. 24)

Action: Adopt staff report. Deny appeal of James D. Stewart.

- 3104-85 Appeal of staff denial of protest on claimed failure to apply uniform standards in the examination for Class 9222 Airport Operations Coordinator, held in April of 1985. (Calendar Item No. 25)

Action: Over to the meeting of June 24, 1985.

EXAMINATION MATTERS (cont.)

3107-85 Special Report: Braden vs. Civil Service Commission; and Garry vs. Civil Service Commission. (Calendar Item No. 17)

May 20, 1985: Over to the meeting of June 10, 1985 at request of staff.

- Action:
1. In the matter of Garry vs. the Civil Service Commission: Adopt staff report. Award Mr. Garry the score given by the Qualifications Appraisal Board.
 2. In the matter of Braden vs. the Civil Service Commission: Over to the meeting of June 24, 1985. Mr. Braden and his attorney to consult with staff to explore the viable options open to the Commission.

3121-85 Requests for reconsideration of action of the General Manager, Personnel denying appeals of staff decision in the examination for Class 1684 Associate Auditor. (Calendar Item No. 26)

Action: Adopt staff report; deny appeals of Romeo B. Baldeviso, Alfonso Bautista, Marcial H. Bocaling, Alfredo P. Datangel, Rebecca F. Del Rosario, Richard N. Dunn, Leopoldo V. Lim, Renato Q. Pascua, Ernest E. Prezel, Leonardo A. Tacata, Shong L. Tay and Marcial A. Tiamson.

3325-85 Appeal of rejection for Class Q2 Police Officer by Ricardo Rubio. (Calendar Item No. 23)

May 20, 1985: Over to the meeting of June 10, 1985 at request of Mr. Rubio's attorney.

Action: Over to the meeting of June 24, 1985. The San Francisco Police Department requested to reconsider Mr. Rubio's rejection based on an evaluation of additional material submitted.

IN-SERVICE MATTERS

4092-85 Report of Bilingual Needs Survey at San Francisco General Hospital Medical Center, Department of Public Health. (Calendar Item No. 19)

May 16, 1983: Over to the meeting of June 6, 1983.
(File No. 4485-83)

June 6, 1983: The Commission directed that a person not involved in the translator/interpreter program or in bilingual education conduct an audit over the next 2 to 3 months to compile an accurate assessment of the bilingual needs at San Francisco General Hospital. This assessment to include the classes, number of positions, and estimated cost. Report of this audit to be on calendar by second meeting in September.
(File No. 4485-83)

November 28, 1983: Over to the meeting of December 5, 1983.
(File No. 4485-83)

December 5, 1983: Over to the meeting of January 9, 1984.
(File No. 4485-83)

January 9, 1984: Over to the meeting of January 23, 1984 at request of staff. (File No. 4485-83)

IN-SERVICE MATTERS (cont.)

4092-85

(cont.)

- January 23, 1984: Over to the meeting of February 6, 1984 at request of staff. (File No. 4485-83)
- February 6, 1984: Over to the meeting of February 27, 1984 at request of staff. (File No. 4485-83)
- February 27, 1984: Based on the information provided by the staff report, the Civil Service Commission makes the following recommendations: (File No. 4485-83)
- A. that the San Francisco General Hospital implement the four recommendations contained in the staff report; and, in addition,
 - B. place greater and continuing emphasis on the recruitment and employment of bilingual personnel within the various units of the Hospital as a means of reducing the reliance upon the Interpreter Services Department; and further, that
 - C. the Department of Public Health - EEO Unit coordinate the implementation of these provisions and provide Dr. Silverman and Mr. Boas with concrete goals and timetables for the recruitment and employment of qualified bilingual service providers for all languages where the Task Force determines a demonstrated need exists for such assistance.
- August 13, 1984: Over to the meeting of August 27, 1984 at request of Department of Public Health. (File No. 4485-83)
- August 27, 1984: Over to the meeting of September 17, 1984 at request of staff. The Commission stipulated that this was the final continuance. (File No. 4485-83)
- September 17, 1984: Civil Service Commission directs the General Manager, Personnel to inform the Director of Department of Public Health that it will utilize the provisions of Charter Section 8.341 if the Department of Public Health does not provide a specific timetable for the filling of the remaining vacant bilingual positions with qualified personnel within 30 days from the date of this hearing. The Commission further stipulates that these positions are to be filled by December 1, 1984. (File No. 4485-83)
- November 26, 1984: 1. The Department of Public Health has committed to the following:
(Recessed to November 29, 1984) (File No. 4485-83)
- A. to complete the hiring of the bilingual personnel at San Francisco General Hospital Medical Center by December 1, 1984.

IN-SERVICE MATTERS (cont.)

4092-85
(cont.)

B. to prepare a comprehensive report of the bilingual positions at San Francisco General Hospital Medical Center by the Civil Service Commission meeting of December 10, 1984. Such report to include the name of the incumbent, the second language, and the location of the position.

2. Previous Civil Service Commission action related to the Interpreter Services at San Francisco General Hospital Medical Center will be reviewed at the Civil Service Commission meeting of December 10, 1984.
3. The Director of Health to be notified in writing of these commitments and of the upcoming review.

December 10, 1984: Over to the Special Meeting of December 20, 1984. (File No. 6058-84)

December 20, 1984: Over to the meeting of January 28, 1985. (File No. 6059-84)

January 28, 1985: Consolidate with File 6059-84. Over to the meeting of February 11, 1985. Commissioners Lee and Texidor del Portillo appointed a Special Committee to review current status of bilingual services and positions at San Francisco General Hospital Medical Center and report back to the Commission. (File No. 4092-85)

February 11, 1985: Over to the meeting of February 25, 1985. (File No. 4092-85)

February 25, 1985: Report of Special Committee made and accepted. (File No. 4092-85)

April 22, 1985: Over to the meeting of May 13, 1985. (Commissioners' New Business)

May 13, 1985: Over to the meeting of June 10, 1985.

Action: Over to the meeting of July 8, 1985 at the request of the Department of Public Health.

4289-85 Appeal from Edward Sanchez of the decision of the General Manager, Personnel to withhold his certification from the Class 7514 Eligible List. (Calendar Item No. 18)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Sanchez's request.

May 13, 1985: Over to the meeting of June 10, 1985.

Action: Over to the meeting of June 24, 1985 for a comprehensive report on Mr. Sanchez's employment record with the City and County.

IN-SERVICE MATTERS (cont.)

4356-85 Appeal of staff decision placing eligible under waiver for appointment in Class 9163 Transit Operator. (Calendar Item No. 21)

May 20, 1985: Over to the meeting of June 10, 1985 at request of staff.

Action: Off calendar at the request of staff.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 10, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Maria P. Gabon, 3610 Library Assistant, 4/E-2, San Francisco Public Library, Direct Services Division, 4/13/85. (Calendar Item No. 35) (6)

Action: Over to the meeting of July 8, 1985 by mutual request of the San Francisco Public Library and Ms. Gabon.

Deborah Cosey, 1424 Clerk Typist, 44/CPE-175, Department of Public Health, Laguna Honda Hospital, 4/23/85. (Calendar Item No. 43) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Richard E. Curns, 7227 Cement Finisher Supervisor I, 3/CPE-1, Department of Public Works, Bureau of Building Repair, 3/6/85. (Calendar Item No. 14) (5)

April 8, 1985: Over to the meeting of May 13, 1985. Refer to the Civil Service Commission Equal Employment Opportunity Unit for investigation.

May 13, 1985: Over to the meeting of May 20, 1985 at the request of the Civil Service Commission, Equal Employment Opportunity Unit.

May 20, 1985: Over to the meeting of June 10, 1985 due to adjournment. Special Order of Business at 2 P.M.

Action: Approve. Reinstate to a position in the class from which promoted. Return name to the list for Class 7227 under waiver. This waiver to remain effect for one (1) year.

Paul Dunn-Ruiz, 6281 Fire Safety Inspector II, 4/E-1, San Francisco Fire Department, Fire Prevention Division, 3/5/85. (Calendar Item No. 30) (4)

April 8, 1985: Over to the meeting of April 22, 1985 at the request of Local 21.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Local 21.

May 13, 1985: Over to the meeting of June 10, 1985.

Action: Off calendar at the request of the San Francisco Fire Department.

Anthony Duval, 2302 Orderly, LT, Department of Public Health, San Francisco General Hospital Medical Center, 3/25/85. (Calendar Item No. 36) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Hugh C. Elbert, Jr., Q-50 Sergeant, 356/P-22, San Francisco Police Department, Communications Division, 1/3/85. (Calendar Item No. 33) (6)

February 11, 1985: Over to the meeting of March 11, 1985 at request of Mr. Elbert's attorney.

March 11, 1985: Off calendar at the request of Mr. Elbert's attorney. Mr. Elbert or his attorney to notify the Assistant Secretary when prepared to proceed. Ineligible for any employment with the City and County pending final resolution of this matter.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Mr. Elbert's attorney.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Mr. Elbert's attorney.

Action: Over to the meeting of June 24, 1985 at the request of Mr. Elbert's attorney. The Commission stipulated that this would be the final continuance. This matter will be heard and resolved on June 24, 1985 unless the Commission expressly grants a further continuance.

Pablo M. Eugenio, 2736 Porter, 65/E-50, Department of Public Health, San Francisco General Hospital Medical Center, 3/30/85. (Calendar Item No. 37) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Clarence Frank, 2736 Porter, 87/E-52, Department of Public Health, San Francisco General Hospital Medical Center, 4/13/85. (Calendar Item No. 38) (6)

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Clarita Hansson, 1474 Claims Process Clerk, 7/E-9, Health Service System, Claims Division, 5/3/85. (Calendar Item No. 32) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Health Service System.

Estoria Jackson, 2912 Senior Social Worker, LT, Public Defender, 3/15/85. (Calendar Item No. 29) (1)

April 8, 1985: Over to the meeting of April 22, 1985 at the request of Local 535.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Local 535.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Local 535.

Action: Over to the meeting of June 24, 1985 at the request of Local 535.

Magnolia P. Mejia, 1630 Account Clerk, 213/CPE-1, Commission on the Aging, 3/25/85. (Calendar Item No. 31) (4)

May 13, 1985: Over to the meeting of June 10, 1985 at request of Local 790.

Action: Return name to list.

Anthony Rener, 2615 School Lunchroom Helper, 36/E-10, San Francisco Unified School District, Food Services Division, 3/29/85. (Calendar Item No. 42) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Luther M. Rumford, 1934 Storekeeper, 9/CPE-1, San Francisco Police Department, Property Control Division, 3/27/85. (Calendar Item No. 34) (6)

April 22, 1985: Remand to the Chief of Police for reconsideration of the certification of services.

Action: Approve. Not to be employed again by the San Francisco Police Department.

Ronald Rush, 1404 Clerk, 52/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 3/8/85. (Calendar Item No. 39) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Johnny C. Scott, 2302 Orderly, 68/E-311, Department of Public Health, Laguna Honda Hospital, 4/5/85. (Calendar Item No. 15) (7)

May 13, 1985: Over to the meeting of May 20, 1985.

May 20, 1985: Over to the meeting of June 10, 1985 due to adjournment. Special Order of Business at 2 P.M.

Action: Over to the meeting of June 24, 1985 at Mr. Scott's request.

Benjamin Singleton, 2727 School Custodian Supervisor I, 8/CPE-5, San Francisco Community College District, College Division, 3/1/85. (Calendar Item No. 28) (5)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of Local 790.

April 8, 1985: Over to the meeting of April 22, 1985 at Mr. Singleton's request.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of the San Francisco Community College District and Local 790.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Local 790.

Action: Over to the meeting of June 24, 1985 (Special Order of Business at 2 P.M.).

Thomas Tremblay, 2320 Registered Nurse, 5/E-67, Department of Public Health, San Francisco General Hospital Medical Center, 4/9/85. (Calendar Item No. 40) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Booker Westbrook, 9210 Airport Police Officer, 172/E-13, Airports Commission, Police Division, 4/17/85. (Calendar Item No. 41) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

AMENDED
CSC MEETING OF 5/20/85

Juma Ostuwar, 1626 Junior Account Clerk, 42/E-6, Retirement System, Workers' Compensation Division, 4/19/85. (Calendar Item No. 24) (4)

Action: Return name to list.

William Payton, 2302 Orderly, 98/E-311, Department of Public Health, Laguna Honda Hospital, 3/29/85. (Calendar Item No. 25) (7)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Payton's request.

May 13, 1985: Over to the meeting of May 20, 1985.

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of six (6) months satisfactory progress in a recognized rehabilitation program.

William Roja, 9102 Transit Car Cleaner, LT, Public Utilities Commission, San Francisco Municipal Railway, 4/3/85. (Calendar Item No. 21) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Johnny C. Scott, 2302 Orderly, 68/E-311, Department of Public Health, Laguna Honda Hospital, 4/5/85. (Calendar Item No. 26) (7)

May 13, 1985: Over to the meeting of May 20, 1985.

Action: Over to the meeting of June 10, 1985 due to adjournment. Special Order of Business at 2 P.M.

Darlene Solas, 1424 Clerk Typist, 2/CPE-6, San Francisco Police Department, Investigations Division, 4/3/85. (Calendar Item No. 27) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 24, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd (Items Missed: 17, 24, 26,
30, 32, 36, 37, 40)

Present: Commissioner Lee

Present: Commissioner Munson

Present: Commissioner Powell

Present: Commissioner Texidor del Portillo

Commissioner Lee presided

MINUTES: Regular Meeting of June 10, 1985

Action: Approve.

CLASSIFICATION MATTERS

1117-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
657-84/85	Public Health	Westside Community Mental Health Center, Inc.
658-84/85	Public Health	Crestwood Hospitals, Inc.
659-84/85	Public Health	Northern California Ambulatory Health Services-Children's Hospital
660-84/85	Public Health	Board of Regents, University of California, UCSF Dept. of Psychiatry (SFGH), John T. Hopkin
661-84/85	Public Health	Progress Foundation, April A. Gray
662-84/85	Public Health	Family Service Agency of S.F.
663-84/85	Public Health	St. Benedict Center
664-84/85	Public Health	Catholic Social Service
665-84/85	Public Health	Westside Community Mental Health Center
666-84/85	Public Health	Youth Projects, Inc.
667-84/85	Public Health	Parent-Infant Neighborhood Center, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1123-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
668-84/85	Airport	Jose Villalobos and Associates
669-84/85	Asian Art Museum	Clarence F. Shangraw
670-84/85	CAO	Thomas Holsinger
671-84/85	Controller	Peter Harrison, M.D.
672-84/85	Controller	RJ Systems
673-84/85	Controller	Medical Information Associates
674-84/85	Controller	David Hicks Associates
675-84/85	Controller	Huston Systems
676-84/85	Controller	Simborg Systems Corp.
677-84/85	Controller	Systems Management Facilities
678-84/85	Controller	Worldwind, Inc.
679-84/85	Controller	Larry Lingbloom
680-84/85	Controller	Poolman, Shih & Platton, Inc.
681-84/85	Purchasing	E.H. White & Co.
682-84/85	Port	Jordan Associates
683-84/85	Port	S.F. Opera Association
684-84/85	Port	Randall S. Rossi, Ph.D.
685-84/85	Fire	Sports and Fitness Research Institute
686-84/85	Recreation and Parks	Robert Hansen, Golden Gate Park Band
687-84/85	Public Works	MPA Design
688-84/85	Public Works	Honeywell, Inc. Process Control Division
689-84/85	Public Works	DPAS - Pauline Todd
690-84/85	Public Health	John Romero Dental Lab
691-84/85	Public Health	Mental Health Management 1, Inc.
692-84/85	Public Health	San Mateo-Div. of Mental Health Services
693-84/85	Public Health	Carolyn Harvey, DPM
694-84/85	Public Health	Emil Smetko, DPM
695-84/85	Public Health	Superior Business Services

CLASSIFICATION MATTERS (cont.)

1123-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
696-84/85	Public Health	Suicide Prevention: Friendship Line
697-84/85	Police	Sam Edwards
698-84/85	Police	ESSI Systems
699-84/85	Police	Larry Lawson
700-84/85	CAO	Susan Naughton
701-84/85	Fire	PSW3, Inc.
702-84/85	Controller	McCaffery Systems
703-84/85	Public Health	S.F. Senior Center
704-84/85	Retirement System	Bankers Trust Company
705-84/85	Retirement System	St. Francis Memorial Hospital
706-84/85	Retirement System	Mackay Shields Corp.
707-84/85	Retirement System	George B. Springman, Inc.
708-84/85	Retirement System	Great American Core Investors Inc.
709-84/85	Retirement System	Bankers Trust
710-84/85	Retirement System	Scudder Stevens & Clark, Inc.
711-84/85	Retirement System	Lehman Management Co., Inc.
712-84/85	Retirement System	Spilsted & Associates
713-84/85	Public Works	Everett Brandon Associates
714-84/85	Public Works	Don Todd Associates, Inc.
715-84/85	Public Works	CH2M-Hill, Inc.
716-84/85	Public Works	Jack Hopkins Co.
717-84/85	Public Works	Gordon Chong
718-84/85	Public Works	F.W. Associates
719-84/85	Retirement System	Alexander & Alexander
720-84/85	Retirement System	Warren, McVeigh, Giffin & Savage, Inc.
721-84/85	Public Health	Kimberly Nurses
722-84/85	Public Health	Stat Nursing Services, Inc.
723-84/85	Public Health	Stat Nursing Services, Inc.
724-84/85	Public Health	Remedy Health Services
725-84/85	Public Health	Remedy Home & Health Care, Inc.
726-84/85	Public Health	Allied Nursing Services

CLASSIFICATION MATTERS (cont.)

1123-85

(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
727-84/85	Public Health	Staff Builders Health Care Services
728-84/85	Public Health	Professional Nurses Bureau, Inc.
729-84/85	Public Health	NSI Services, Inc.
730-84/85	Public Health	Medical Personnel Pool of the Greater Bay Area
731-84/85	Public Health	R & N Nursing Staff Providers
732-84/85	Public Health	Hospital Temporaries, Inc.
733-84/85	Public Health	Francis Collins
734-84/85	Public Health	Lee Ann Slinkard
735-84/85	Controller	Human Energy Resource Systems
736-84/85	Controller	Data Directions
737-84/85	Public Health	Dictation West, Inc.
Action:	1.	Contract 735-84/85 off calendar at the request of the Controller.
	2.	Adopt staff report on all other contracts; notify the offices of the Controller and the Purchaser.

COMPENSATION MATTERS

2118-85

Reconsideration of Civil Service Commission action of March 11, 1985 (Commissioners Gloyd, Lee, and Powell):
Appeal of the decision of the General Manager, Personnel to deny comparable worth equity adjustments for 1985-86 salary setting. (Calendar Item No. 15)

March 11, 1985: Adopt staff report; deny request based on present constraints of Charter Section 8.407 per the City Attorney Opinion of February 8, 1985. Staff to continue to review the concept of comparable worth to explore the possibilities of implementation without violation of the provisions of Charter Section 8.407.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Local 790.

Action: Over to the meeting of July 8, 1985 at the request of the Mayor's Office.

EXAMINATION MATTERS

3013-85

Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 11)

February 25, 1985: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.

EXAMINATION MATTERS (cont.)

- 3013-85
(cont.) March 25, 1985: Over to the meeting of April 22, 1985 at the request of Ms. Scarborough's attorney.
- April 22, 1985: Over to the meeting of May 20, 1985 at request of Ms. Scarborough's attorney.
- May 20, 1985: Over to the meeting of June 10, 1985 at request of Ms. Scarborough's attorney.
- June 10, 1985: Over to the meeting of June 24, 1985 at the request of Ms. Scarborough's attorney.
- Action: Over to the meeting of July 8, 1985. Mr. Ray Wong, Coordinator, Consent Decree Division, San Francisco Police Department requested to be in attendance.
- 3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 16)
- May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.
- June 10, 1985: Over to the meeting of June 24, 1985 at request of Transport Workers Union.
- Action: Over to the meeting of July 8, 1985 at the request of the Transport Workers Union.
- 3104-85 Appeal of staff denial of protest on claimed failure to apply uniform standards in the examination for Class 9222 Airport Operations Coordinator, held in April of 1985. (Calendar Item No. 17)
- June 10, 1985: Over to the meeting of June 24, 1985.
- Action: Deny appeals of Phil Meginness and Ted Bauer.
- 3107-85 Special Report: Braden vs. Civil Service Commission and Garry vs. Civil Service Commission. (Calendar Item No. 12)
- May 20, 1985: Over to the meeting of June 10, 1985 at request of staff.
- June 10, 1985: 1. In the matter of Garry vs. the Civil Service Commission: Adopt staff report. Award Mr. Garry the score given by the Qualifications Appraisal Board.
2. In the matter of Braden vs. the Civil Service Commission: Over to the meeting of June 24, 1985. Mr. Braden and his attorney to consult with staff to explore the viable options open to the Commission.
- Action: In the matter of Braden vs. the Civil Service Commission: Award Mr. Braden the average of the standard scores received by candidates in the leaderless group discussion components of the examination for Class H-4 Inspector and H-20 Lieutenant. The average score was 69.6145615.

EXAMINATION MATTERS (cont.)

3139-85 Selection and adoption of numerical listing of third alternative for breaking tie scores, exclusive of uniform classifications, for Fiscal Year 1985-86. (Calendar Item No. 40)

Action: The following numerical listing will be used as the third alternative for breaking tie scores exclusive of the uniformed ranks of the San Francisco Police and San Francisco Fire Department for fiscal year 1985-86:
#1-3; #2-0; #3-6; #4-5; #5-8; #6-9; #7-2; #8-1; #9-4;
#10-7.

3143-85 Appeal of rejection for Class Q2 Police Officer by Donna Susan Toney. (Calendar Item No. 14)

Action: Sustain the disqualification of Donna Susan Toney by the Chief of Police in this examination for Class Q2 Police Officer.

3144-85 Appeal of staff decision on protest of oral interview for Class 2907 Eligibility Worker Supervisor. (Calendar Item No. 18)

Action: Over to the meeting of July 8, 1985 at the request of the Department of Social Services.

3325-85 Appeal of rejection for Class Q2 Police Officer by Ricardo Rubio. (Calendar Item No. 6)

May 20, 1985: Over to the meeting of June 10, 1985 at request of Mr. Rubio's attorney.

June 10, 1985: Over to the meeting of June 24, 1985. The San Francisco Police Department requested to reconsider Mr. Rubio's rejection based on an evaluation of additional material submitted.

Action: Off calendar.

3334-85 Appeal of rejection for Class 8214 Parking Control Officer by Valerie Jean Street. (Calendar Item No. 13)

Action: Over to the meeting of July 8, 1985 at request of San Francisco Police Department.

IN-SERVICE MATTERS

4289-85 Appeal from Edward Sanchez of the decision of the General Manager, Personnel to withhold his certification from the Class 7514 Eligible List. (Calendar Item No. 10)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Sanchez's request.

May 13, 1985: Over to the meeting of June 10, 1985.

June 10, 1985: Over to the meeting of June 24, 1985 for a comprehensive report on Mr. Sanchez's employment record with the City and County.

Action: Over to the meeting of July 8, 1985 at the request of Mr. Sanchez's mother.

General Manager's Report (Calendar Item No. 7)

The General Manager, Personnel authorized to negotiate a ninety (90) day extension beyond June 30, 1985 of the expiration of limited tenure authority under the Temporary Employee Letter of Agreement.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JUNE 24, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Katrena Barron, 1444 Clerk Stenographer, 1/E-12, Department of Public Health, San Francisco General Hospital Medical Center, 4/22/85. (Calendar Item No. 28) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Katrena Barron, 2903 Eligibility Worker, LT, Department of Public Health, San Francisco General Hospital Medical Center, 4/22/85. (Calendar Item No. 29) (6)

Action: Approve.

Francisco Canales, 9163 Transit Operator, 42/E-116, San Francisco Municipal Railway, Operations Division, 5/24/85. (Calendar Item No. (Calendar Item No. 22) (4)

Action: Over to the meeting of August 12, 1985 at the request of the Transport Workers Union.

Patricia Chavez, 8320 Counselor, 21/CPE-2, Juvenile Court, Juvenile Hall, 5/20/85. (Calendar Item No. 34) (6)

Action: Over to the meeting of July 8, 1985 at Ms. Chavez's request.

Paul Dunn-Ruiz, 6281 Fire Safety Inspector II, 4/E-1, San Francisco Fire Department, Fire Prevention, 3/5/85. (Calendar Item No. 35) (6)

Action: Not to be employed again by the San Francisco Fire Department.

Hugh C. Elbert, Jr., Q-50 Sergeant, 356/P-22, San Francisco Police Department, Communications Division, 1/3/85. (Calendar Item No. 27) (6)

February 11, 1985: Over to the meeting of March 11, 1985 at request of Mr. Elbert's attorney.

March 11, 1985: Off calendar at the request of Mr. Elbert's attorney. Mr. Elbert or his attorney to notify the Assistant Secretary when prepared to proceed. Ineligible for any employment with the City and County pending final resolution of this matter.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Mr. Elbert's attorney.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Mr. Elbert's attorney.

June 10, 1985: Over to the meeting of June 24, 1985 at the request of Mr. Elbert's attorney. The Commission stipulated that this would be the final continuance. This matter will be heard and resolved on June 24, 1985 unless the Commission expressly grants a further continuance.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Barbara Henry, 1432 Senior Transcriber Typist, 5/P-3, Department of Social Services, 5/20/85. (Calendar Item No. 32) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Roman J. Ivory, 2708 Custodian, 70/E-3, Department of Public Works, Building Repair Division, 5/16/85. (Calendar Item No. 24) (4)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Estoria Jackson, 2912 Senior Social Worker, LT, Public Defender, 3/15/85. (Calendar Item No. 20) (1)

April 8, 1985: Over to the meeting of April 22, 1985 at the request of Local 535.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Local 535.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Local 535.

June 10, 1985: Over to the meeting of June 24, 1985 at the request of Local 535.

Action: Over to the meeting of July 22, 1985 at the request of Local 535. To be calendared as the first item of business at 2 P.M. The Commission stipulated that this would be the final continuance.

Ellis Joseph, 9163 Transit Operator, 206/E-115, San Francisco Municipal Railway, Field Support, 5/22/85. (Calendar Item No. 39) (7)

Action: Over to the meeting of July 8, 1985 at the request of Public Utilities Commission.

Edward Mah, 9102 Transit Car Cleaner, 11/E-5, San Francisco Municipal Railway, Equipment Maintenance, 5/22/85. (Calendar Item No. 23) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Vickie McCuin, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Benjamin Franklin Middle School, 5/17/85. (Calendar Item No. 21) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Carolyn McNeil, 2312 Licensed Vocational Nurse, 37/E-77, Department of Public Health, San Francisco General Hospital Medical Center, 12/5/83. (Calendar Item No. 26) (6)

November 28, 1983: Over to the meeting of December 5, 1983 at Ms. McNeil's request.

December 5, 1983: Off calendar at the request of Department of Public Health.

Action: Under waiver pending completion of one (1) year outside work experience.

Marcia L. Neil, 1802 Research Assistant, 6/E-5, San Francisco Police Department, Planning and Research Division, 3/4/85. (Calendar Item No. 36) (7)

March 25, 1985: Off calendar pending resolution of discrimination complaint.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Paul Ortiz, 7346 Painter, 47/E-7, Department of Public Health, Laguna Honda Hospital, 5/17/85. (Calendar Item No. 30) (6)

Action: Not to be employed again by the Department of Public Health.

Raymond Romprey, 2736 Porter, 37/E-53, Department of Public Health, Laguna Honda Hospital, 5/3/85. (Calendar Item No. 31) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Johnny C. Scott, 2302 Orderly, 68/E-311, Department of Public Health, Laguna Honda Hospital, 4/5/85. (Calendar Item No. 37) (7)

May 13, 1985: Over to the meeting of May 20, 1985.

May 20, 1985: Over to the meeting of June 10, 1985 due to adjournment. Special Order of Business at 2 P.M.

June 10, 1985: Over to the meeting of June 24, 1985 at Mr. Scott's request.

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory progress in rehabilitation program for at least one (1) year. Not to be employed again by the Department of Public Health.

Benjamin Singleton, 2727 School Custodian Supervisor I, 8/CPE-5, San Francisco Community College District, College Division, 3/1/85. (Calendar Item No. 9) (5)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of Local 790.

April 8, 1985: Over to the meeting of April 22, 1985 at Mr. Singleton's request.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of the San Francisco Community College District and Local 790.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Local 790.

June 10, 1985: Over to the meeting of June 24, 1985 (Special Order of Business at 2 P.M.).

Action: Over to the meeting of July 8, 1985 at request of Local 790.

Laura Tershy, 1446 Senior Clerk Stenographer, 10/E-115, San Francisco Unified School District, Area III Office, 5/10/85. (Calendar Item No. 25) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Samuel Wong, Jr., 2708 Custodian, 10/E-1, San Francisco Municipal Railway, Facilities Maintenance Division, 5/7/85. (Calendar Item No. 33) (6)

Action: Not to be employed again by the Public Utilities Commission.

Klaus D. Zimmerman, 9122 Transit Information Clerk, 4/E-5, San Francisco Municipal Railway, Community Affairs Division, 5/18/85. (Calendar Item No. 38) (7)

Action: Over to the meeting of July 8, 1985 at the request of Mr. Zimmerman's attorney.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 8, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd
Present: Commissioner Lee
Present: Commissioner Munson
Present: Commissioner Powell
Present: Commissioner Texidor del Portillo

Commissioner Lee presided.

MINUTES: Regular Meeting of June 24, 1985.

Action: Approve.

CLASSIFICATION MATTERS

1074-85 Presentation from the Department of Public Works concerning future contracting and staffing for the Department. (Calendar Item No. 12)

Action: Over to the meeting of July 22, 1985 at the request of the Department of Public Works.

1125-85 Request from the City Attorney's Office to utilize Class 9736 Staff Assistant II, Special Project to employ Legal Interns for a period not to exceed twelve (12) months. (Calendar Item No. 13)

Action: Adopt staff report. Approve use of Class 9736 Staff Assistant II, Special Project (\$921 BW) to employ two (2) to four (4) Legal Interns for the Office of the City Attorney.

1126-85 Request from the Department of Public Works to establish a classification of Junior Landscape Architect. (Calendar Item No. 8)

Action: Adopt staff report.

1. Establish Class 5262 Junior Landscape Architect (J. Sch. 49.0 \$1008B1220). Class specification as detailed in the staff report.
2. Classify two positions as Class 5262 as requested by the Department.
3. Advise the Department to submit a Supplemental Appropriation Request.
4. Amend the Annual Salary Ordinance to reflect this action.

1137-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
1-85/86	CAO	S.F. Convention & Visitors Bureau
2-85/86	CAO	Gary Chin

CLASSIFICATION MATTERS (cont.)

1137-85 (cont.)	<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
	3-85/86	CAO	Joice Porter
	4-85/86	CAO	Nancy Brewer
	5-85/86	CAO	Kay Sweet
	6-85/86	CAO	Al Saroggie
	7-85/86	CAO	Paul Koskias
	8-85/86	CAO	Jim Knerl
	9-85/86	CAO	Paula Ginsburg
	10-85/86	CAO	Caroline Pankow
	11-85/86	Public Utilities Commission/Muni	Jeri Mersky
	12-85/86	Public Utilities Commission/Muni	ATE Management Service Company
	13-85/86	Public Utilities Commission	Smith, Goerss, Ferneberg, Inc.
	14-85/86	Social Services	Performing Arts Workshop
	15-85/86	Social Services	Charila Foundation
	16-85/86	Social Services	Regents of the University of California, S.F., Dr. Jeree Pawl
	17-85/86	Social Services	S.F. Child Abuse Council
	18-85/86	Public Health	Comprehensive Community Home Health Agency
	19-85/86	Controller	Corinne M. Hagan
	20-85/86	Controller	Advanced Ventures, Inc.
	21-85/86	Controller	Precision Writing
	22-85/86	Controller	Pansophic Systems, Inc.
	23-85/86	Controller	Berkeley Software
	24-85/86	Controller	Russell Information Services
	25-85/86	Controller	Berkeley Software
	26-85/86	Controller	Owens Information Systems, Inc.
	27-85/86	Controller	Owens Information Systems, Inc.
	28-85/86	Controller	The Integral Difference
	29-85/86	Controller	Owens Information Systems, Inc.
	30-85/86	Public Health	California League for the Handicapped, Inc.
	31-85/86	Public Health	Youth Projects/Haight Ashbury Free Medical Clinic

CLASSIFICATION MATTERS (cont.)

1137-85 (cont.)	<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
	32-85/86	Public Health	Aquarius Public Management, Inc.
	33-85/86	Public Health	Stephen Gee
	34-85/86	Public Health	International Institute
	35-85/86	Public Health	Ramsell Corporation
	36-85/86	Public Works	ANLAB
	37-85/86	Public Works	Hearst & Chen, Architects
	38-85/86	Public Works	Fleming Corp.
	39-85/86	Controller	Systems Management Facilities
	40-85/86	Controller	Weber & Weber
	41-85/86	Controller	Berkeley Software, Inc.
	42-85/86	Controller	CAP GEMINI DASD
	43-85/86	Controller	The Ledger Domain
	44-85/86	Controller	Ron Ho Associates
	45-85/86	Controller	Poolman, Shih & Platon, Inc.
	46-85/86	Public Utilities Commission	Dynasty Services
	47-85/86	Recreation & Parks	Innovative Directions, Inc.
	48-85/86	Controller	Gentry, Inc.
	49-85/86	Controller	Fran Fox Haskell Associates

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1138-85 Classification survey of positions in various City departments.
(Calendar Item No. 7)

<u>Department</u>	No. <u>Pos.</u>	Budgeted Class <u>and Rate</u>	Recommended <u>Class</u>
Public Health/ Central Office	1	2246 Assistant Director of Clinical Services I (Sch. 58.1 \$1558B1890)	Same
Public Utilities Commission	1	5366 Engineering Associate II (Sch. 53.0 \$1220B1477)	Same
Public Utilities Commission	4	5206 Associate Civil Engineer (Sch. 55.5 \$1375B1666)	Same
Public Utilities Commission	3	5208 Civil Engineer (Sch. 58.5 \$1588B1927)	Same
Public Works	1	1853 Control Clerk, EDP (Sch. 41.2 \$697B842)	Same

Action: Adopt staff report.

COMPENSATION MATTERS

2118-85 Reconsideration of Civil Service Commission action of March 11, 1985 (Commissioners Gloyd, Lee, and Powell): Appeal of the decision of the General Manager, Personnel to deny comparable worth equity adjustments for 1985-86 salary setting. (Calendar Item No. 28)

March 11, 1985: Adopt staff report; deny request based on present constraints of Charter Section 8.407 per the City Attorney Opinion of February 8, 1985. Staff to continue to review the concept of comparable worth to explore the possibilities of implementation without violation of the provisions of Charter Section 8.407.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Local 790.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Mayor's Office.

Action: Off calendar at the call of the Chair. Refer to staff to study the use of alternative benchmarks within the framework and consistent with Charter Section 8.407. Following consultation with the employee organizations, staff to return to the Commission with its recommendations.

2214-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 6)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Robert Parvin 5209 Industrial Engineer	Airport	5	5
Leroy Bryant 1860 Computer Operations Support Supervisor	Controller	5	5
Robert Feldman 1575 Executive Director, Permit Appeals Board of Permit Appeals	Board of Permit Appeals	5	5
Ronald Guglielmone 8214 Parking Control Officer	Police	5	5
Kumar Batra 2490 Public Health Clinical Toxicologist	Public Health	3	3
Ruth Rankin 1312 Public Information Officer	Public Health	5	5
Dean Coffey 5166 Water Department General Manager	Public Utilities Commission	5	5
Leonard Fitzpatrick 3294 Recreation Superintendent	Recreation and Parks	5	5

Action: 1. Item related to Leonard Fitzpatrick over to the meeting of July 22, 1985.
2. Adopt staff report on remaining items.

COMPENSATION MATTERS (cont.)

2215-85 Requests for Supervisory Differential Adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 9)

Action: Adopt staff report; approve Supervisory Differential Adjustments; notify departments accordingly.

EXAMINATION MATTERS

3013-85 Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 11)

February 25, 1985: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.

March 25, 1985: Over to the meeting of April 22, 1985 at the request of Ms. Scarborough's attorney.

April 22, 1985: Over to the meeting of May 20, 1985 at request of Ms. Scarborough's attorney.

May 20, 1985: Over to the meeting of June 10, 1985 at request of Ms. Scarborough's attorney.

June 10, 1985: Over to the meeting of June 24, 1985 at the request of Ms. Scarborough's attorney.

June 24, 1985: Over to the meeting of July 8, 1985. Mr. Ray Wong, Coordinator, Consent Decree Division, San Francisco Police Department requested to be in attendance.

Action: Over to the meeting of July 22, 1985 at request of the San Francisco Police Department.

3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 18)

May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Transport Workers Union.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Transport Workers Union.

Action: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.

3144-85 Appeal of staff decision on protests of oral interview for Class 2907 Eligibility Worker Supervisor. (Calendar Item No. 19)

June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Department of Social Services.

Action: Adopt staff report. Deny appeals of Grace Cheng, Vivian Robb and Stanley Scheidlinger.

EXAMINATION MATTERS (cont.)

3150-85 Appeal of denial of protests related to the posting of the Class Q-60 Lieutenant, San Francisco Police Department, tentative eligible list. (Calendar Item No. 20)

Action: Adopt staff report. Deny appeals of Gary Elsenbroich, Robert K. Fife, Victor E. Fleming, Bruce G. Lorin, Donald P. Lucey and B.E. Morrow.

3334-85 Appeal of rejection for Class 8214 Parking Control Officer by Valerie Jean Street. (Calendar Item No. 21)

June 24, 1985: Over to the meeting of July 8, 1985 at request of San Francisco Police Department.

Action: Grant appeal; find Valerie Jean Street qualified as to background in this examination for Class 8214 Parking Control Officer.

3335-85 Appeal of rejection for Class Q2 Police Officer by Darryl E. Stewart. (Calendar Item No. 22)

Action: Over to the meeting of July 22, 1985 at Mr. Stewart's request.

3344-85 Appeal of rejection for Class Q2 Police Officer by Danita E. Reagan. (Calendar Item No. 23)

Action: Over to the meeting of July 22, 1985 at Ms. Reagan's request.

3345-85 Appeal of rejection for Class Q2 Police Officer by Gregory S. Hirose. (Calendar Item No. 24)

Action: Over to the meeting of July 22, 1985 at Mr. Hirose's request.

IN-SERVICE MATTERS

4092-85 Report of Bilingual Needs Survey at San Francisco General Hospital Medical Center, Department of Public Health. (Calendar Item No. 16)

May 16, 1983: Over to the meeting of June 6, 1983.
(File No. 4485-83)

June 6, 1983: The Commission directed that a person not involved in the translator/interpreter program or in bilingual education conduct an audit over the next 2 to 3 months to compile an accurate assessment of the bilingual needs at San Francisco General Hospital. This assessment to include the classes, number of positions, and estimated cost. Report of this audit to be on calendar by second meeting in September.
(File No. 4485-83)

November 28, 1983: Over to the meeting of December 5, 1983.
(File No. 4485-83)

December 5, 1983: Over to the meeting of January 9, 1984.
(File No. 4485-83)

IN-SERVICE MATTERS (cont.)

4092-85

(cont.)

- January 9, 1984: Over to the meeting of January 23, 1984 at request of staff. (File No. 4485-83)
- January 23, 1984: Over to the meeting of February 6, 1984 at request of staff. (File No. 4485-83)
- February 6, 1984: Over to the meeting of February 27, 1984 at request of staff. (File No. 4485-83)
- February 27, 1984: Based on the information provided by the staff report, the Civil Service Commission makes the following recommendations: (File No. 4485-83)
- A. that the San Francisco General Hospital implement the four recommendations contained in the staff report; and, in addition,
 - B. place greater and continuing emphasis on the recruitment and employment of bilingual personnel within the various units of the Hospital as a means of reducing the reliance upon the Interpreter Services Department; and further, that
 - C. the Department of Public Health - EEO Unit coordinate the implementation of these provisions and provide Dr. Silverman and Mr. Boas with concrete goals and timetables for the recruitment and employment of qualified bilingual service providers for all languages where the Task Force determines a demonstrated need exists for such assistance.
- August 13, 1984: Over to the meeting of August 27, 1984 at request of Department of Public Health. (File No. 4485-83)
- August 27, 1984: Over to the meeting of September 17, 1984 at request of staff. The Commission stipulated that this was the final continuance. (File No. 4485-83)
- September 17, 1984: Civil Service Commission directs the General Manager, Personnel to inform the Director of Department of Public Health that it will utilize the provisions of Charter Section 8.341 if the Department of Public Health does not provide a specific timetable for the filling of the remaining vacant bilingual positions with qualified personnel within 30 days from the date of this hearing. The Commission further stipulates that these positions are to be filled by December 1, 1984. (File No. 4485-83)
- November 26, 1984:
(Recessed to
November 29, 1984)
1. The Department of Public Health has committed to the following:
(File No. 4485-83)
 - A. to complete the hiring of the bilingual personnel at San Francisco General Hospital Medical Center by December 1, 1984.

IN-SERVICE MATTERS (cont.)

4092-85
(cont.)

B. to prepare a comprehensive report of the bilingual positions at San Francisco General Hospital Medical Center by the Civil Service Commission meeting of December 10, 1984. Such report to include the name of the incumbent, the second language, and the location of the position.

2. Previous Civil Service Commission action related to the Interpreter Services at San Francisco General Hospital Medical Center will be reviewed at the Civil Service Commission meeting of December 10, 1984.
3. The Director of Health to be notified in writing of these commitments and of the upcoming review.

December 10, 1984: Over to the Special Meeting of December 20, 1984. (File No. 6059-84)

December 20, 1984: Over to the meeting of January 28, 1985. (File No. 6059-84)

January 28, 1985: Consolidate with File 6059-84. Over to the meeting of February 11, 1985. Commissioners Lee and Texidor del Portillo appointed a Special Committee to review current status of bilingual services and positions at San Francisco General Hospital Medical Center and report back to the Commission. (File No. 4092-85)

February 11, 1985: Over to the meeting of February 25, 1985. (File No. 4092-85)

February 25, 1985: Report of Special Committee made and accepted. (File No. 4092-85)

April 22, 1985: Over to the meeting of May 13, 1985. (Commissioners' New Business)

May 13, 1985: Over to the meeting of June 10, 1985.

June 10, 1985: Over to the meeting of July 8, 1985 at the request of the Department of Public Health.

Action:

1. The Civil Service Commission EEO Unit to submit a written report identifying the location and classes of the 432 designated bilingual positions at the Hospital with a detailed analysis of how these positions are expected to meet the translator service needs of the Hospital on a 7-day, 24-hour basis.
2. The secretary to send a letter to the Health Commission detailing the history of this item before the Commission including the history of the request and approval of the 432 designated bilingual positions and conveying the concerns of the members of the Commission as officials of the City and County and as citizens of San Francisco. Commissioner Texidor del Portillo appointed a Committee of One to review this letter in draft form prior to being sent.

IN-SERVICE MATTERS (cont.)

- 4289-85 Appeal from Edward Sanchez of the decision of the General Manager, Personnel to withhold his certification from the Class 7514 Eligible List. (Calendar Item No. 17)
- April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Sanchez's request.
- May 13, 1985: Over to the meeting of June 10, 1985.
- June 10, 1985: Over to the meeting of June 24, 1985 for a comprehensive report on Mr. Sanchez's employment record with the City and County.
- June 24, 1985: Over to the meeting of July 8, 1985 at the request of Mr. Sanchez's mother.
- Action: Over to the meeting of July 22, 1985. Mr. Sanchez to provide medical records for review by Civil Service Commission designated physician.
- 4483-85 Proposed Charter amendment (First Draft) adding Section 3.511 relating to the assimilation of current State Public Health employees into the San Francisco Civil Service System, and integrating the State Office of Mental Health Social Services into the San Francisco Department of Public Health. (Calendar Item No. 26)
- Action: Adopt staff report; notify the Board of Supervisors that the Civil Service Commission endorses this proposed Charter amendment.
- 4502-85 Proposed Charter amendment (First Draft) amending Section 8.423 and Section 8.428 thereof, relating to City contributing to a dental plan for City employees. (Calendar Item No. 25)
- Action: Over to the meeting of July 22, 1985 at the request of staff.
- 4515-85 Proposed Charter amendment amending Sections 8.300 and 8.310 to facilitate the employment of disabled persons. (Calendar Item No. 27)
- Action: Over to the meeting of July 22, 1985 at the request of Local 21.
- 4516-85 Resolution of Commendation for Roger Staples, 1220 Payroll Clerk, Civil Service Commission, upon his retirement. (Calendar Item No. 4)
- Action: Adopt. (To be presented by Commissioner Lee at Mr. Staples retirement luncheon).
- 4527-85 Request for exempt status for Class P-103 Special Duty Nurse. (Calendar Item No. 10)
- Action: Adopt staff report; approve temporary exempt status for Class P-103 Special Duty Nurse for the period of July 1, 1985 through June 30, 1986.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 8, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Patricia Chavez, 8320 Counselor, 21/CPE-2, Juvenile Court, Juvenile Hall, 5/20/85. (Calendar Item No. 36) (6)

Action: Over to the meeting of July 8, 1985 at Ms. Chavez's request.

Action: Over to the meeting of July 22, 1985 at the request of Juvenile Court.

James Dunkerson, 9163 Transit Operator, 1449/E-112, Public Utilities Commission, San Francisco Municipal Railway, 6/7/85. (Calendar Item No. 47) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Alvin C. Essick, Jr., 9163 Transit Operator, 239/E-115, Public Utilities Commission, San Francisco Municipal Railway, 6/4/85. (Calendar Item No. 48) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Maria P. Gabon, 3610 Library Assistant, 4/E-2, San Francisco Public Library, Direct Services Division, 4/13/85. (Calendar Item No. 37) (6)

Action: Over to the meeting of July 8, 1985 by mutual request of the San Francisco Public Library and Ms. Gabon.

Action: Over to the meeting of August 12, 1985 at request of San Francisco Public Library.

Oscar Hill, 2302 Orderly, 33/E-310, Department of Public Health, San Francisco General Hospital Medical Center, 6/6/85. (Calendar Item No. 44) (7)

Action: Over to the meeting of July 22, 1985 at Mr. Hill's request.

Mark Johnson, 2604 Food Service Worker, 14/E-7, Department of Public Health, San Francisco General Hospital Medical Center, 4/4/85. (Calendar Item No. 39) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Ellis Joseph, 9163 Transit Operator, 206/E-115, Public Utilities Commission, San Francisco Municipal Railway, 5/22/85. (Calendar Item No. 46) (7)

June 24, 1985: Over to the meeting of July 8, 1985 at the request of Public Utilities Commission.

Action: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.

Marie Ann Kazalia, 3356 Museum Registrar, 4/E-4, Arts Commission, 6/13/85. (Calendar Item No. 33) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Arts Commission.

Steve E. Marshall, 8214 Traffic Control Officer, 157/E-15, Airports Commission, Police Division, 6/13/85. (Calendar Item No. 32) (4)

Action: Over to the meeting of July 22, 1985 at Mr. Marshall's request.

Salvador A. Menjivar, 1630 Account Clerk, 56/CPE-1, San Francisco Community College District, Centers Division, 6/25/85. (Calendar Item No. 34) (4)

Action: Return name to list. Not to be employed again by the San Francisco Community College District.

Susan Muller, 1428 Ward Clerk, 40/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 6/1/85. (Calendar Item No. 40) (6)

Action: Remand to the Department of Public Health to complete the review procedure dictated by Civil Service Commission Rule 33.

Consuelo Ragler, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Dr. Charles Drew ECDC Division, 3/27/85. (Calendar Item No. 38) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Manuel Rivera, 9110 Fare Collections Receiver, 6/E-21, Public Utilities Commission, Bureau of Finance Division, 6/12/85. (Calendar Item No. 35) (4)

Action: Over to the meeting of July 22, 1985 at request of the Public Utilities Commission.

Hanan Sabir, 2302 Orderly, 42/E-310, Department of Public Health, San Francisco General Hospital Medical Center, 4/26/85. (Calendar Item No. 41) (6)

Action: Approve. No restriction on future employability.

Benjamin Singleton, 2727 School Custodian Supervisor I, 8/CPE-5, San Francisco Community College District, College Division, 3/1/85. (Calendar Item No. 30) (5)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of Local 790.

April 8, 1985: Over to the meeting of April 22, 1985 at Mr. Singleton's request.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of the San Francisco Community College District and Local 790.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Local 790.

June 10, 1985: Over to the meeting of June 24, 1985 (Special Order of Business at 2 P.M.).

June 24, 1985: Over to the meeting of July 8, 1985 at request of Local 790.

Action: Over to the meeting of July 22, 1985 at the request of the San Francisco Community College District. (Special Order of Business at 2 P.M.).

Linda VerSteeg, 2311 Operating Room Technician, 5/E-10, Department of Public Health, San Francisco General Hospital Medical Center, 5/1/85. (Calendar Item No. 42) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Lillie White, 2390 Central Processing & Distribution Technician,
25/CPE-1, Department of Public Health, San Francisco General
Hospital Medical Center, 4/16/85. (Calendar Item No. 31) (4)

May 13, 1985: Off calendar pending investigation by the
General Manager, Personnel into past record.

Action: Over to the meeting of July 22, 1985 at request of Local
250.

Robert Williams, 8304 Deputy Sheriff, V-130/E-8, Office of the
Sheriff, Administration/Personnel Division, 6/5/85. (Calendar Item
No. 43) (7)

Action: No future employment with the City and County of San
Francisco.

Klaus D. Zimmerman, 9122 Transit Information Clerk, 4/E-5, Public
Utilities Commission, San Francisco Municipal Railway, 5/18/85.
(Calendar Item No. 45) (7)

June 24, 1985: Over to the meeting of July 8, 1985 at the
request of Mr. Zimmerman's attorney.

Action: Not to be employed again by the Public Utilities
Commission.

The Commission adjourned its meeting in honor of the birthday of
Commissioner Juanita Owens, Vice Chair, Commission on the Status of
Women, and in recognition of her commitment and dedication to the
concept of comparable worth.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 22, 1985

PART I - 2:00 P.M.

Present: Commissioner Lee
Present: Commissioner Powell
Present: Commissioner Texidor del Portillo

Excused: Commissioner Gloyd
Commissioner Munson

Commissioner Lee presided

JUL 29 1985

MINUTES: Regular Meeting of July 8, 1985

Action: Approve.

ANNOUNCEMENT: The Commission announced that it had met at 1 P.M. this date in closed session with the City Attorney pursuant to the State of California Government Code Section 54956.9 to discuss the matter of the United States of America versus the City and County of San Francisco, et al. (USDC No. C84 - 7089 MHP). This litigation involves the Class H2 Firefighter examination. No action was taken.

CLASSIFICATION MATTERS

1067-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

April 22, 1985: Contracts 509 through 514 over to the meeting of May 20, 1985.

May 20, 1985: Over to the meeting of June 10, 1985 at the request of the Department of Social Services.

June 10, 1985: Contracts 509-84/85 and 514-84/85 over to the meeting of July 22, 1985 at the request of Department of Social Services.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
509-84/85	Social Services	Harold E. Dent, Ph.D.
514-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)

- Action:
1. Contract 514-84/85 over to the meeting of August 26, 1985 at the request of the Department of Social Services.
 2. Adopt staff report on Contract 509-84/85; notify the offices of the Controller and the Purchaser.

1074-85 Presentation from the Department of Public Works concerning future contracting and staffing for the Department. (Calendar Item No. 21)

July 8, 1985: Over to the meeting of July 22, 1985 at the request of the Department of Public Works.

No action taken.

CLASSIFICATION MATTERS (cont.)

1145-85 Review of requests for approval of proposed personal services contracts (Short-Doyle Act). (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
50-85/86	Public Health	Pacific Mental Health Services
51-85/86	Public Health	Ramsell Corporation
52-85/86	Public Health	Telecare Corporation
53-85/86	Public Health	Community Crisis Services of San Francisco
54-85/86	Public Health	Volunteer Center of San Francisco

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1146-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
55-85/86	Mayor's Office	Work Improvement Project, Inc.
56-85/86	CAO	Edgar, Dunn and Company, Inc.
57-85/86	CAO	Roberto Lemus
58-85/86	CAO	Roberto Bonilla
59-85/86	Port	Trans Trade, Inc.
60-85/86	Port	Grand World Shipping Agencies, Ltd.
61-85/86	Port	Nippon Maritime Co., Ltd.
62-85/86	Port	Journal of Commerce
63-85/86	Controller	James Nelson & Co.
64-85/86	Controller	DBMS, Inc.
65-85/86	Public Health	A.J. Calvert Assoc. Inc.
66-85/86	Public Health	Pacific Mental Health - Operation Concern
67-85/86	Public Health	Shanti Project
68-85/86	Public Health	Pacific Medical Center/Garden Sullivan Hospital
69-85/86	Public Health	Youth Projects, Inc./Haight-Ashbury Free Medical Clinic
70-85/86	Public Health	Regents, UCSF/Dept. of Psychiatry
71-85/86	Public Health	San Francisco AIDS Foundation

CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
72-85/86	Public Health	San Francisco AIDS Foundation
73-85/86	Public Health	STOP AIDS Project
74-85/86	Public Health	Hospice of San Francisco
75-85/86	Public Health	Zohn Artman
76-85/86	Airport	KMG Main Hurdman, CPA
77-85/86	Arts Commission	S.F. Museum of Modern Art, Conservation Lab
78-85/86	Superior Court	Mark Vermeulen
79-85/86	Superior Court	Kathleen Kiernan-Harrington
80-85/86	Police	Psychological Law Enforcement Services, Inc.
81-85/86	District Attorney	S.F. Suicide Prevention
82-85/86	CAO	Germaine Q. Wong
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

COMPENSATION MATTERS

2214-85	Request for appointment above the entrance rate for various employees. (Calendar Item No. 18)		
	July 8, 1985:	Item related to Leonard Fitzpatrick over to the meeting of July 22, 1985.	
<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Leonard Fitzpatrick 3294 Recreation Superintendent	Recreation and Parks	5	5
Action:	Off calendar.		
2227-85	Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in the State of California. (Calendar Item No. 19)		
	Action:	Adopt staff report; certify rates to the Board of Supervisors pursuant to Section 8.405 of the Charter.	
2228-85	Certification of wage schedules for Transit Operators of the Municipal Railway for 1985-86. (Calendar Item No. 20)		
	Action:	Adopt staff report; certify wage schedules; forward to the Board of Supervisors pursuant to Section 8.404 of the Charter.	

EXAMINATION MATTERS

3013-85 Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 10)

February 25, 1985: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.

March 25, 1985: Over to the meeting of April 22, 1985 at the request of Ms. Scarborough's attorney.

April 22, 1985: Over to the meeting of May 20, 1985 at request of Ms. Scarborough's attorney.

May 20, 1985: Over to the meeting of June 10, 1985 at request of Ms. Scarborough's attorney.

June 10, 1985: Over to the meeting of June 24, 1985 at the request of Ms. Scarborough's attorney.

June 24, 1985: Over to the meeting of July 8, 1985. Mr. Ray Wong, Coordinator, Consent Decree Division, San Francisco Police Department requested to be in attendance.

July 8, 1985: Over to the meeting of July 22, 1985 at request of the San Francisco Police Department.

Action: Over to the meeting of August 12, 1985 at the request of Ms. Scarborough's attorney.

3056-85 Appeal of denial of protest on the interview portion of the examination for Class 9256 Airport Assistant General Manager, Operations and Maintenance. (Calendar Item No. 13)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of the appellant's attorney.

April 8, 1985: Over to the meeting of April 22, 1985.

April 22, 1985:

1. Over to the meeting of May 20, 1985. The Airports Commission Decentralized Personnel Unit to make requested materials available for inspection by the appellant and his attorney.
2. The EEO staff to investigate allegations of discriminatory treatment of the appellant by the Airports Commission management.

May 20, 1985: Off calendar. Refer to the Civil Service Commission - Equal Employment Opportunity Unit for comprehensive investigation of the allegations made by Mr. Oreese Elmore. To be recalendared in sixty (60) days.

Action: Over to the meeting of August 12, 1985 at the request of staff.

3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 12)

May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Transport Workers Union.

EXAMINATION MATTERS (cont.)

- 3066-85
(cont.) June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Transport Workers Union.
- July 8, 1985: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.
- Action: Over to the first meeting in October at the request of the Transport Workers Union.
- 3156-85 Appeal of staff's decision to refuse admittance of Class 2911 Eligibility Appeals Specialist applicants to Class 2946 Senior Eligibility Worker Supervisor examination process.
(Calendar Item No. 28)
- Action: Reissue announcement for the examination for Class 2946 Senior Eligibility Worker Supervisor to allow persons in Class 2911 Eligibility Appeals Specialist to participate in the examination provided that they possess two (2) years of experience as an Eligibility Appeals Specialist and provided further that, if successful in the examination, they will be eligible for certification to positions in designated specialized units only.
- 3161-85 Appeal of denial of protests related to the posting of the Class Q-60 Lieutenant, San Francisco Police Department, tentative eligible list. (Calendar Item No. 22)
- Action: Adopt staff report. Deny appeals of Gary Elsenbroich, Edward Geeter, William Gilbert, Barry Johnson, Howard C. Kyle, Morgan Peterson and Prentice Sanders.
- 3335-85 Appeal of rejection for Class Q2 Police Officer by Darryl E. Stewart.
(Calendar Item No. 23)
- July 8, 1985: Over to the meeting of July 22, 1985 at Mr. Stewart's request.
- Action: Sustain the disqualification of Darryl E. Stewart by the Chief of Police in this examination for Class Q2 Police Officer.
- 3344-85 Appeal of rejection for Class Q2 Police Officer by Danita E. Reagan. (Calendar Item No. 24)
- July 8, 1985: Over to the meeting of July 22, 1985 at Ms. Reagan's request.
- Action: Over to the meeting of August 26, 1985 at the request of Ms. Reagan's attorney.
- 3345-85 Appeal of rejection for Class Q2 Police Officer by Gregory S. Hirose. (Calendar Item No. 25)
- July 8, 1985: Over to the meeting of July 22, 1985 at Mr. Hirose's request.
- Action: Sustain the disqualification of Gregory S. Hirose by the Chief of Police in this examination for Class Q2 Police Officer.

EXAMINATION MATTERS (cont.)

3355-85 Appeal of rejection for Class Q2 Police Officer by Edward J. Londono. (Calendar Item No. 26)

Action: Sustain the disqualification of Edward J. Londono by the Chief of Police in this examination for Class Q2 Police Officer.

3359-85 Appeal of rejection for Class Q2 Police Officer by Robert M. Fong. (Calendar Item No. 27)

Action: Sustain the disqualification of Robert M. Fong by the Chief of Police in this examination for Class Q2 Police Officer.

IN-SERVICE MATTERS

4289-85 Appeal from Edward Sanchez of the decision of the General Manager, Personnel to withhold his certification from the Class 7514 Eligible List. (Calendar Item No. 11)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Sanchez's request.

May 13, 1985: Over to the meeting of June 10, 1985.

June 10, 1985: Over to the meeting of June 24, 1985 for a comprehensive report on Mr. Sanchez's employment record with the City and County.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of Mr. Sanchez's mother.

July 8, 1985: Over to the meeting of July 22, 1985. Mr. Sanchez to provide medical records for review by Civil Service Commission designated physician.

Action: Over to the meeting of August 12, 1985 at the request of Mr. Sanchez's attorney.

4502-85 Proposed Charter amendment (First Draft) amending Section 8.423 and Section 8.428 thereof, relating to City contributing to a dental plan for City employees. (Calendar Item No. 29)

July 8, 1985: Over to the meeting of July 22, 1985 at the request of staff.

Action: Adopt staff report; notify the Board of Supervisors that the Civil Service Commission endorses this proposed Charter amendment.

4515-85 Proposed Charter amendment amending Sections 8.300 and 8.310 to facilitate the employment of disabled persons. (Calendar Item No. 30)

July 8, 1985: Over to the meeting of July 22, 1985 at the request of Local 21.

Action: Adopt staff report; notify the Board of Supervisors that the Civil Service Commission endorses this proposed Charter amendment.

IN-SERVICE MATTERS (cont.)

- 4565-85 Request for extension of holdover rights for employee in Class 7387 Upholster. (Calendar Item No. 7)
Action: Adopt staff report; extend temporary holdover rights for employee in Class 7387 Upholster until such time as he may be reached for permanent appointment on the forthcoming eligible list.
- 4566-85 Request for extension of holdover rights for employee in Class 7272 Carpenter Supervisor II. (Calendar Item No. 8)
Action: Adopt staff report; extend temporary holdover rights for employee in Class 7272 Carpenter Supervisor II until such time as he is reached for permanent appointment on eligible list CPE-3.
- 4577-85 Request for extension of holdover rights for employee in Class 1314 Public Relations Officer. (Calendar Item No. 9)
Action: Adopt staff report; extend the permanent holdover rights for employee in Class 1314 Public Relations Officer until such time as reachable for permanent appointment.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 22, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Stanley L. Bethea, 9163 Transit Operator, 866/E-112, Public Utilities Commission, San Francisco Municipal Railway, 6/19/85. (Calendar Item No. 46) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Lan How Chan, 1424 Clerk Typist, 8/137, Department of Public Health, Community Public Health Programs Division, 7/12/85. (Calendar Item No. 38) (4)

Action: Dismiss from the Service.

Patricia Chavez, 8320 Counselor, 21/CPE-2, Juvenile Court, Juvenile Hall, 5/20/85. (Calendar Item No. 41) (6)

June 24, 1985: Over to the meeting of July 8, 1985 at Ms. Chavez's request.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of Juvenile Court.

Action: Over to the meeting of August 26, 1985 at Ms. Chavez's request.

Carmel J. Debono, Q-2 Police Officer, 260/E-98, San Francisco Police Department, Northern Station Division, 6/17/85. (Calendar Item No. 43) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Oscar Hill, 2302 Orderly, 33/E-310, Department of Public Health, San Francisco General Hospital Medical Center, 6/6/85. (Calendar Item No. 44) (7)

July 8, 1985: Over to the meeting of July 22, 1985 at Mr. Hill's request.

Action: No future employment with the City and County of San Francisco.

Estoria Jackson, 2912 Senior Social Worker, LT, Public Defender, 3/15/85. (Calendar Item No. 16) (1)

April 8, 1985: Over to the meeting of April 22, 1985 at the request of Local 535.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of Local 535.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Local 535.

June 10, 1985: Over to the meeting of June 24, 1985 at the request of Local 535.

June 24, 1985: Over to the meeting of July 22, 1985 at the request of Local 535. To be calendared as the first item of business at 2 P.M. The Commission stipulated that this would be the final continuance.

Action: Approve. Not to be employed again by the Public Defender's Office.

Ellis Joseph, 9163 Transit Operator, 206/E-115, Public Utilities Commission, San Francisco Municipal Railway, 5/22/85. (Calendar Item No. 45) (7)

June 24, 1985: Over to the meeting of July 8, 1985 at the request of Public Utilities Commission.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.

Action: No future employment in any capacity involving the operation of a transit vehicle.

Alice Keeley, 1426 Senior Clerk Typist, 1/CPE-88, Department of Social Services, Family and Children's Services Division, 7/12/85. (Calendar Item No. 37) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Edward Lester, 9163 Transit Operator, 142/E-117, Public Utilities Commission, San Francisco Municipal Railway, 6/14/85. (Calendar Item No. 40) (2)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

David L. Leung, Q-2 Police Officer, 469/E-98, San Francisco Police Department, Northern Station Division, 6/18/85. (Calendar Item No. 42) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Steve E. Marshall, 8214 Traffic Control Officer, 157/E-15, Airports Commission, Police Division, 6/13/85. (Calendar Item No. 35) (4)

July 8, 1985: Over to the meeting of July 22, 1985 at Mr. Marshall's request.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

Anderson Martin, 7381 Automotive Mechanic, 175/E-8, San Francisco Municipal Railway, Public Utilities Commission, 6/13/85. (Calendar Item No. 39) (4)

Action: Dismiss from the Service. Not to be employed again by the Public Utilities Commission.

Manuel Rivera, 9110 Fare Collections Receiver, 6/E-21, Public Utilities Commission, Bureau of Finance Division, 6/12/85. (Calendar Item No. 36) (4)

July 8, 1985: Over to the meeting of July 22, 1985 at request of the Public Utilities Commission.

Action: Off calendar at request of Public Utilities Commission.

Benjamin Singleton, 2727 School Custodian Supervisor I, 8/CPE-5, San Francisco Community College District, College Division, 3/1/85. (Calendar Item No. 17) (5)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of Local 790.

April 8, 1985: Over to the meeting of April 22, 1985 at Mr. Singleton's request.

April 22, 1985: Over to the meeting of May 13, 1985 at the request of the San Francisco Community College District and Local 790.

May 13, 1985: Over to the meeting of June 10, 1985 at request of Local 790.

June 10, 1985: Over to the meeting of June 24, 1985 (Special Order of Business at 2 P.M.).

June 24, 1985: Over to the meeting of July 8, 1985 at request of Local 790.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of the San Francisco Community College District. (Special Order of Business at 2 P.M.).

Action: Approve. Reinstate to a position in the class from which promoted upon conclusion of a full term of non-Civil Service employment in that class if performance during that period is rated as satisfactory. If performance is unsatisfactory and Mr. Singleton is terminated as a non-Civil Service employee then he shall be dismissed.

Tanya Thomas, 1424 Clerk Typist, LT, Department of Public Works, Building Inspection Division, 7/6/85. (Calendar Item No. 32) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Lillie White, 2390 Central Processing & Distribution Technician, 25/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 4/16/85. (Calendar Item No. 34) (4)

May 13, 1985: Off calendar pending investigation by the General Manager, Personnel into past record.

July 8, 1985: Over to the meeting of July 22, 1985 at request of Local 250.

Action: Dismiss from the Service. Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Department of Public Health.

Linda Wright, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Benjamin Franklin Middle School, 7/12/85. (Calendar Item No. 33) (1)

Action: Over to the meeting of August 12, 1985 at request of the San Francisco Unified School District.

ADJOURNMENT

The Civil Service Commission adjourned its meeting in memory of Mr. James Johnson, Executive Director, Mayor's Office of Community Development and Mr. Philip Kearney, retired Executive Director, City Employees Health Service System.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 12, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd (Items Missed: 9)
Present: Commissioner Lee
Present: Commissioner Munson
Present: Commissioner Powell
Present: Commissioner Texidor del Portillo (Items Missed: 16, 17)

Commissioner Lee presided

MINUTES: A. Regular Meeting of July 22, 1985.

DOCUMENTS RECEIVED

B. Special Meeting of August 2, 1985.
recessed to August 5, 1985.

AUG 22 1985

Action: Approve.

SAN FRANCISCO
PUBLIC LIBRARY

ANNOUNCEMENTS: It was announced that the Commission would meet once during the month of September on September 16, 1985. It was also announced that the Civil Service Commission would modify its meeting schedule effective October 1, 1985 and begin to meet on the first and third Mondays of each month instead of the second and fourth Mondays.

CLASSIFICATION MATTERS

1153-85 Request from the Department of Public Health to make a temporary exempt appointment in Class 1340 Assistant to the General Manager, Public Relations per Charter Section 8.300(5). (Calendar Item No. 5)

Action: Adopt staff report.

1. Approve an exempt appointment to a position in Class 1340 Assistant to the General Manager, Public Relations in accordance with Charter Section 8.300(5) pending formal classification action and examination.
2. Approve an appointment to the position at the second step (\$1642 B/W) of the range for Class 1340 per Section VII A.3B of the Salary Standardization Ordinance.

1154-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
83-85/86	Airport	Group 4/Architectural Research and Planning, Inc.

CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
84-85/86	Art Commission	Johanna Poethig
85-85/86	Art Commission	Stephen De Staebler
86-85/86	CAO	Price Waterhouse
87-85/86	Controller	Berkeley Software, Inc.
88-85/86	District Attorney	Nancy Broman
89-85/86	Public Health	Carl Coan
90-85/86	Public Health	Mission Area Health Associates
91-85/86	Public Health	Northeast Medical Services
92-85/86	Public Health	Marty Jessup, R.N., M.S.
93-85/86	Public Health	STOP AIDS Project
94-85/86	Public Health	Norma Jacak, M.D.
95-85/86	Public Health	Horizons Unlimited of S.F., Inc., Proyecto Ayuda
96-85/86	Public Health	Mission Neighborhood Health Center
97-85/86	Public Health	Regents of the University of California, Center on Deafness
98-85/86	Public Health	Ross Peterson, Telecare Corp.
99-85/86	Police	Robert Allen Skelton, Photographer
100-85/86	Public Utilities Commission	Plant-Gro Corp.
101-85/86	Public Works	Esherick, Homsey, Dodge and Davis
102-85/86	Public Works	Engineering Science and Technology, Inc.
103-85/86	Port	Yei Engineers
104-85/86	Port	Jordan, Caspar, Woodman and Dobson
105-85/86	Port	S.F. State University
106-85/86	Port	Towill, Inc.
107-85/86	Port	CH2M Hill
108-85/86	Social Services	S.F. Council of Churches-Emergency Food Box Program
109-85/86	Public Utilities Commission	Booz Allen and Hamilton
110-85/86	Public Health	University of California, S.F., School of Medicine, Division of Family and Community Medicine

CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
111-85/86	Public Utilities Commission	Systems and Computer Technology Corp.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

EXAMINATION MATTERS

3013-85 Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 12)

February 25, 1985: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.

March 25, 1985: Over to the meeting of April 22, 1985 at the request of Ms. Scarborough's attorney.

April 22, 1985: Over to the meeting of May 20, 1985 at request of Ms. Scarborough's attorney.

May 20, 1985: Over to the meeting of June 10, 1985 at request of Ms. Scarborough's attorney.

June 10, 1985: Over to the meeting of June 24, 1985 at the request of Ms. Scarborough's attorney.

June 24, 1985: Over to the meeting of July 8, 1985. Mr. Ray Wong, Coordinator, Consent Decree Division, San Francisco Police Department requested to be in attendance.

July 8, 1985: Over to the meeting of July 22, 1985 at request of the San Francisco Police Department.

July 22, 1985: Over to the meeting of August 12, 1985 at the request of Ms. Scarborough's attorney.

Action: Over to the meeting of September 16, 1985 at the request of Ms. Scarborough's attorney.

3056-85 Appeal of denial of protest on the interview portion of the examination for Class 9256 Airport Assistant General Manager, Operations and Maintenance. (Calendar Item No. 11)

March 25, 1985: Over to the meeting of April 8, 1985 at the request of the appellant's attorney.

April 8, 1985: Over to the meeting of April 22, 1985.

April 22, 1985:

1. Over to the meeting of May 20, 1985. The Airports Commission Decentralized Personnel Unit to make requested materials available for inspection by the appellant and his attorney.
2. The EEO staff to investigate allegations of discriminatory treatment of the appellant by the Airports Commission management.

May 20, 1985: Off calendar. Refer to the Civil Service Commission - Equal Employment Opportunity Unit for comprehensive investigation of the allegations made by Mr. Oreeese Elmore. To be recalendared in sixty (60) days.

EXAMINATION MATTERS (cont.)

3056-85

- (cont.) July 22, 1985: Over to the meeting of August 12, 1985 at the request of staff.
- Action:
1. Adopt staff report. Deny appeal.
 2. The Commission directed that the General Manager, Personnel send a letter to the Airports Commission with a copy of the hearing transcript of this item (with employees' comments highlighted) requesting that retaliatory action not be taken against any employee who came to the Civil Service Commission to voice their concerns in this matter.
 3. The Commission directed that the Memorandum of Understanding (MOU) between the Civil Service Commission and the Airports Commission establishing the Decentralized Personnel Unit at the Airport and delegating certain examination functions at the Airport be calendared for review at the meeting of September 16, 1985.

3208-85

- Status of eligible lists for Class H30 Captain and Class H6 Investigator, San Francisco Fire Department examinations. (Calendar Item No. 14)

Action: Over to the meeting of August 26, 1985 at the request of the Black Firefighters.

3351-85

- Appeal of rejection for Class Q2 Police Officer by Rachel C. MacLachlan. (Calendar Item No. 13)

Action: Over to the meeting of August 26, 1985 at Ms. MacLachlan's request.

IN-SERVICE MATTERS

4289-85

- Appeal from Edward Sanchez of the decision of the General Manager, Personnel to withhold his certification from the Class 7514 Eligible List. (Calendar Item No. 10)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Sanchez's request.

May 13, 1985: Over to the meeting of June 10, 1985.

June 10, 1985: Over to the meeting of June 24, 1985 for a comprehensive report on Mr. Sanchez's employment record with the City and County.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of Mr. Sanchez's mother.

July 8, 1985: Over to the meeting of July 22, 1985. Mr. Sanchez to provide medical records for review by Civil Service Commission designated physician.

IN-SERVICE MATTERS (cont.)

4289-85

(cont.)

July 22, 1985: Over to the meeting of August 12, 1985 at the request of Mr. Sanchez's attorney.

Action: Over to the meeting of August 26, 1985 due to late submission of the medical records.

4610-85

Request for a grant of permanent status for Louis Fort. (Calendar Item No. 6)

Action: Adopt staff report. Grant Louis Fort permanent status to Class 9122 Transit Information Clerk pursuant to Civil Service Commission Rule 32.08.b.3.

4645-85

Proposed amendment to Civil Service Commission Rule 4 - Meetings of the Commission, Section 4.01 - Regular Meetings. (Calendar Item No. 7)

Action: Post for adoption at the meeting of August 26, 1985 (This amendment would modify the Civil Service Commission meeting schedule from the second and fourth Mondays of each month to the first and third Mondays effective October 1, 1985).

General Manager's Report. (Calendar Item No. 8)

A. Civil Service Commission Management-By-Objectives (MBO) Performance Highlights for Fiscal Year 1984-85.

Report presented and accepted.

Commissioners' New Business. (Calendar Item No. 9)

Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center.

Commissioner Carlota Texidor del Portillo reported that on July 30, 1985 she had visited San Francisco General Hospital Medical Center in an attempt to verify the accuracy of the recent report on bilingual assignments at San Francisco General Hospital Medical Center previously provided by the Department of Public Health and had found on the work shift she audited that certain persons indicated in the report as being assigned to specific work stations were not on duty or were unknown and that there was staff confusion over the availability of bilingual resources in the event of emergency. The Commission directed that the Secretary send a letter to the Health Commission requesting 1) an explanation for the discrepancy between the report and the results of this audit and 2) that monthly reports from the Department of Public Health be provided for one (1) year detailing for each month the bilingual position, the name of the person, the work shift, and the specific duty assignment. The Commission directed that the Civil Service Commission staff regularly and frequently audit these reports.

The Commission stipulated that future failure to adequately staff the San Francisco General Hospital Medical Center with bilingual personnel would result in the preferral of charges for dismissal pursuant to Charter Section 8.341 and/or revocation of certain limited tenure authority and/or termination of personnel requisitions.

The Commission further ordered that this matter be recalendared for the next meeting of August 26, 1985

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 12, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Augusto Barrionuevo, 9163 Transit Operator, 7/E-116, Public Utilities Commission, San Francisco Municipal Railway, 7/17/85. (Calendar Item No. 21) (4)

Action: Over to the meeting of August 26, 1985 at the request of the Transport Workers Union.

Francisco Canales, 9163 Transit Operator, 42/E-116, Public Utilities Commission, San Francisco Municipal Railway, 5/24/85. (Calendar Item No. 22) (4)

June 24, 1985: Over to the meeting of August 12, 1985 at the request of Transport Workers Union.

Action: Over to the meeting of August 26, 1985 at the request of the Transport Workers Union.

Demica Davis, 2302 Orderly, 26/E-312, Department of Public Health, Laguna Honda Hospital, 6/28/85. (Calendar Item No. 30) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Thermon W. Dunn, 7373 Senior Stationary Engineer, Sewage Plant, 33/CPE-5, Department of Public Works, Water Pollution Control Division, 6/30/85. (Calendar Item No. 16) (5)

Action: Approve. Reinstate to a position in the class from which appointed. Return name to eligible list for Class 7373 Senior Stationary Engineer. Certification for Class 7373 to be issued as soon as possible. The Department of Public Works has agreed to immediately appoint Mr. Dunn when certified.

Maria P. Gabon, 3610 Library Assistant, 4/E-2, San Francisco Public Library, Direct Services Division, 4/13/85. (Calendar Item No. 25) (6)

June 10, 1985: Over to the meeting of July 8, 1985 by mutual request of the San Francisco Public Library and Ms. Gabon.

July 8, 1985: Over to the meeting of August 12, 1985 at request of San Francisco Public Library.

Action: Over to the meeting of August 26, 1985 at Ms. Gabon's request.

Thomas Grinner, 7347 Plumber, 30/CPE-1, San Francisco Unified School District, Buildings and Grounds Division, 11/6/84. (Calendar Item No. 20) (4)

November 26, 1984: Off calendar pending completion of investigation by the Civil Service Commission Equal Employment Opportunity Unit.
(Recessed to November 29, 1984)

Action: Over to the meeting of August 26, 1985 at the request of San Francisco Unified School District.

Amparo Luna, Q-2 Police Officer, 409/E-98, San Francisco Police Department, Academy Division, 7/15/85. (Calendar Item No. 23) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Mark Moreno, 1404 Clerk, 38/CPE-3, Department of Public Health, San Francisco General Hospital Medical Center, 7/10/85. (Calendar Item No. 24) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Raul Perea, 1424 Clerk Typist, 5/CPE-85, Public Utilities Commission, Bureau of Personnel and Training Division, 7/16/85. (Calendar Item No. 27) (6)

Action: Over to the meeting of September 16, 1985 at the request of Local 790.

Brenda Pollard, 9163 Transit Operator, 348/E-113, Public Utilities Commission, San Francisco Municipal Railway, 7/10/85. (Calendar Item No. 33) (7)

Action: Over to the meeting of August 26, 1985 at the request of Transport Workers Union.

Isaiah Queen, 2604 Food Service Worker, LT, Department of Public Health, San Francisco General Hospital Medical Center, 4/28/85. (Calendar Item No. 26) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department or Public Health.

Gary Smith, 7430 Maintenance Controller, LT, Public Utilities Commission, San Francisco Municipal Railway, 7/8/85. (Calendar Item No. 19) (1)

Action: Over to the meeting of August 26, 1985 at Mr. Smith's request.

Milton Stirrup, 2909 Hospital Eligibility Supervisor, 4.5/CPE-1, Department of Public Health, Laguna Honda Hospital, 7/16/85. (Calendar Item No. 31) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Donald Trombley, 7306 Auto Body and Fender Worker, 7/CPE-1, Public Utilities Commission, Equipment Maintenance Division, 7/16/85. (Calendar Item No. 34) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Anthony R. Urbina, 1404 Clerk, 191/CPE-1, Department of Social Services, 7/12/85. (Calendar Item No. 17) (5)

Action: Reinstate to a position in the class from which promoted.

Pearl E. Williams, 7324 Beautician, 1/E-2, Department of Public Health, Laguna Honda Hospital, 1/4/85. (Calendar Item No. 29) (7)

January 28, 1985: Over to the meeting of February 11, 1985.

February 11, 1985: Off calendar pending resolution of discrimination complaint.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Raymond C. Williams, 1446 Senior Clerk Stenographer, LT, Public Utilities Commission, Finance Bureau Division, 7/11/85. (Calendar Item No. 28) (6)

Action: Over to the meeting of August 26, 1985 at Mr. Williams request.

Hollister Wilson, 2736 Porter, 69/E-49, Department of Public Health, San Francisco General Hospital Medical Center, 7/19/85. (Calendar Item No. 32) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed by the Department of Public Health.

Linda Wright, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Benjamin Franklin Middle School, 7/12/85. (Calendar Item No. 18) (1)

July 22, 1985: Over to the meeting of August 12, 1985 at the request of San Francisco Unified School District.

Action: Over to the meeting of August 26, 1985 at the request of San Francisco Unified School District.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 26, 1985

PART I - 2:00 P.M.

Present: Commissioner Lee
Commissioner Munson
Commissioner Powell

Excused: Commissioner Gloyd
Commissioner Texidor del Portillo

Commissioner Lee presided.

DOCUMENTS DEPT.

SEP 10 1985

MINUTES: Regular Meeting of August 12, 1985.

SAN FRANCISCO
PUBLIC LIBRARY

Action: Approve.

CLASSIFICATION MATTERS

1067-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

April 22, 1985: Contracts 509 through 514 over to the meeting of May 20, 1985.

May 20, 1985: Over to the meeting of June 10, 1985 at the request of the Department of Social Services.

June 10, 1985: Contracts 509-84/85 and 514-84/85 over to the meeting of July 22, 1985 at the request of the Department of Social Services.

July 22, 1985: Contract 514-84/85 over to the meeting of August 26, 1985 at the request of the Department of Social Services.

<u>DEPARTMENT</u>	<u>NUMBER</u>	<u>CONTRACTOR</u>
514-84/85	Social Services	To be selected (MBE/WBE/LBE Bid Process)

Action: Off calendar. Department of Social Services to notify the Assistant Secretary when prepared to proceed.

1103-85 Retitling and amendment to specifications in the Amended Secretary/Stenographer series. (Calendar Item No. 6)

June 10, 1985: Off calendar.

Action: Adopt staff report. Retitle and amend the specifications for the following classes as detailed in the staff report (Status of permanent incumbents and eligibles continues without change):

- A. 1444 Clerk Stenographer (Sch. 39.1 \$631B762 Entrance @ Step 3) to 1444 Secretary I (Sch. 39.1 Entrance @ Step 3).
- B. 1446 Senior Clerk Stenographer (Sch. 42.2 \$731B882) to 1446 Secretary II (Sch. 42.2).
- C. 1450 Principal Clerk Stenographer (Sch. 44.1 \$800B966) to 1450 Executive Secretary I (Sch. 44.1).

CLASSIFICATION MATTERS (cont.)

1103-85
(cont.)

- D. 1452 Stenographic Secretary (Sch. 45.3 \$846B1022 to 1452 Executive Secretary II (Sch. 45.3).
E. 1528 Administrative Secretary (Sch. 46.5 \$895B1083) to 1454 Executive Secretary III (Sch. 46.5).

1160-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
112-85/86	Airport	David Hudson/Marin Consulting Assoc.
113-85/86	Airport	Corrine F. Neill
114-85/86	Art Commission	Ray Patlan
115-85/86	CAO	Keith W. Grand
116-85/86	District Attorney	Roscoe Simmons
117-85/86	Fire	Dr. Jessica Gaynor
118-85/86	Mayor	Brophy & Associates
119-85/86	Public Health	John Romero Dental Lab.
120-85/86	Public Health	S.F. Mental Health Education Funds, Inc.
121-85/86	Public Utilities Commission	Smith Dawson Associates, Inc.
122-85/86	Public Utilities Commission	Golden Gate Energy Center
123-85/86	Public Utilities Commission	Morgan Systems Corporation
124-85/86	Public Utilities Commission	Alan Browning
125-85/86	Public Works	Nunn Better
126-85/86	Public Works	Robles-McGregor
127-85/86	Public Works	Page, Anderson & Turnbull, Architects
128-85/86	Public Works	Finger & Moy Architects
129-85/86	Public Works	Stevens & Associates, Architects
130-85/86	Public Works	Swanson & Associates
131-85/86	Public Works	Chester Bowles, Architect
132-85/86	Public Works	Henry Chapot & Associates
133-85/86	Registrar of Voters	Diverse Integrated Systems
134-85/86	Registrar of Voters	DFM Associates
135-85/86	Social Services	Loretta Castellano
136-85/86	Social Services	S.F. Community College District

CLASSIFICATION MATTERS (cont.)1160-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
137-85/86	Commission on the Status of Women	Women Organized to Make Abuse Nonexistent, Inc. (WOMAN)
138-85/86	Commission on the Status of Women	La Casa de Las Madres
139-85/86	Commission on the Status of Women	Rosalie House
140-85/86	Commission on the Status of Women	Asian Women's Legal Assistance
141-85/86	Commission on the Status of Women	Women Organized to Make Abuse Nonexistent, Inc. (WOMAN)
142-85/86	Commission on the Status of Women	La Casa de Las Madres
143-85/86	Adult Probation	American Arbitration Association, Community Dispute Services
144-85/86	Social Services	The Episcopal Church Sanctuary
145-85/86	Social Services	Salvation Army
146-85/86	Social Services	St. Vincent De Paul Society
147-85/86	Social Services	Conrad House, Inc.
148-85/86	Social Services	Hospitality House, Inc.
149-85/86	Public Works	John E. Westfall, Ph.D.
150-85/86	Public Works	Royston Hanamoto Alley & Abey
151-85/86	Public Works	Hellmuth, Obata, Kassabaum/Crosby, Thornton, Marshall
152-85/86	City Planning	California Environmental Intern Program
153-85/86	City Planning	McGuire and Company
154-85/86	City Planning	Gabriel-Roche, Inc.
155-85/86	City Planning	ELS Architects
156-85/86	City Planning	Robert L. Harrison
157-85/86	City Planning	Kwan Henmi Architecture & Planning
158-85/86	City Planning	Anthony/Fleming Associates
159-85/86	City Planning	Danadjieva & Koenig Associates
160-85/86	City Planning	EDAW, Inc.
161-85/86	Public Health	International Institute
162-85/86	Public Health	Victor W. Yick
163-85/86	Public Utilities Commission	Dean R. Brown

CLASSIFICATION MATTERS (cont.)

1160-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
164-85/86	Public Utilities Commission	Danville Research Associates
165-85/86	CAO	ANISTICS, Inc.
166-85/86	Public Utilities Commission	C. G. Computer Services
167-85/86	Civil Service Commission	California State Personnel Board, Cooperative Personnel Services.
168-85/86	Public Works	Morrison and Forester
169-85/86	Public Health	Miraloma Launderette
Action:	1. Contract 125-85/86 over to the meeting of September 16, 1985 at the request of Local 790. 2. Adopt balance of staff report; notify the offices of the Controller and the Purchaser.	

COMPENSATION MATTERS

2253-85 Request for authority to conduct a salary survey for salary standardization for miscellaneous employees pursuant to Charter Sections 8.400, 8.401 and 8.407 for Fiscal Year 1986-87. (Calendar Item No. 10)

Action: Adopt staff report.

1. Authorize the conduct of a salary survey for salary standardization for Fiscal Year 1986-87.
2. Request that the Board of Supervisors authorize expenditure of the necessary funds to conduct the salary survey.
3. Advise the Board of Supervisors that the final salary recommendations will be forwarded to the Board circa mid-March, 1986.

2256-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 7)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Oscar Bernardino 1652 Senior Accountant	Controller	5	5
Keith B. Vines 8176 Trial Attorney	District Attorney	5	5
Sergio Hernandez 1650 Accountant	Parking Authority	5	5
Guiliano Nieri 2806 Disease Control Investigator	Public Health	5	5
Marvin Geistlinger 1162 Director of Purchasing and Services	Purchasing	5	5

Action: Adopt staff report.

COMPENSATION MATTERS (cont.)

2257-85 Requests for supervisory differential adjustments as provided by Section IV.F of the Salary Standardization Ordinance.
(Calendar Item No. 8)

Action: Adopt staff report; approve supervisory differential adjustments; notify departments accordingly.

EXAMINATION MATTERS

3208-85 Status of eligible lists for Class H30 Captain and Class H6 Investigator, San Francisco Fire Department examinations.
(Calendar Item No. 17)

August 12, 1985: Over to the meeting of August 26, 1985 at the request of the Black Firefighters.

Action: Adopt staff report.

1. Confirm the test weights provided on the examination announcements for Class H30 Captain and Class H6 Investigator, San Francisco Fire Department.
2. Post the eligible lists for Class H30 Captain and H6 Investigator, San Francisco Fire Department.

3222-85 Request to test Reva L. Riskin for Class 2566 Rehabilitation Counselor and add her name to List E-4 if successful in the examination. (Calendar Item No. 11)

Action: Adopt staff report. Allow the Department of Public Health Decentralized Examination Unit to administer the Rehabilitation Counselor examination to Ms. Riskin, and, if successful, add her name to the list of eligibles.

3226-85 Request that Class 7372 Stationary Engineer, Sewage Plant be issued on a promotional basis only. (Calendar Item No. 12)

Action: Approve as recommended by Civil Service Commission Equal Employment Opportunity Unit with next lower-rank eligibility limited to graduates in Class 7375 Apprentice Stationary Engineer, Sewage Plant.

3228-85 Appeal of denial of protest of qualifications of eligibles on the tentative eligible list for Class 9222 Airport Operations Coordinator. (Calendar Item No. 19)

Action: Over to the meeting of September 16, 1985 at the request of the appellants.

3344-85 Appeal of rejection for Class Q2 Police Officer by Danita E. Reagan. (Calendar Item No. 15)

July 8, 1985: Over to the meeting of July 22, 1985 at Ms. Reagan's request.

July 22, 1985: Over to the meeting of August 26, 1985 at the request of Ms. Reagan's attorney.

Action: Over to the meeting of September 16, 1985 at the request of Ms. Reagan.

EXAMINATION MATTERS (cont.)

3351-85 Appeal of rejection for Class Q2 Police Officer by Rachel C. MacLachlan. (Calendar Item No. 18)

August 12, 1985: Over to the meeting of August 26, 1985 at Ms. MacLachlan's request.

Action: Over to the meeting of September 16, 1985 at the request of Ms. MacLachlan.

IN-SERVICE ACTIVITIES

4289-85 Appeal from Edward Sanchez of the decision of the General Manager, Personnel to withhold his certification from the Class 7514 Eligible List. (Calendar Item No. 16)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Sanchez's request.

May 13, 1985: Over to the meeting of June 10, 1985.

June 10, 1985: Over to the meeting of June 24, 1985 for a comprehensive report on Mr. Sanchez's employment record with the City and County.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of Mr. Sanchez's mother.

July 8, 1985: Over to the meeting of July 22, 1985. Mr. Sanchez to provide medical records for review by Civil Service Commission designated physician.

July 22, 1985: Over to the meeting of August 12, 1985 at the request of Mr. Sanchez's attorney.

August 12, 1985: Over to the meeting of August 26, 1985 due to late submission of the medical records.

Action: Over to the meeting of September 16, 1985 at the request of Mr. Sanchez's attorney.

4645-85 Proposed amendment to Civil Service Commission Rule 4 - Meetings of the Commission, Section 4.01 - Regular Meetings. (Calendar Item No. 9)

August 12, 1985: Post for adoption at the meeting of August 26, 1985 (This amendment would modify the Civil Service Commission meeting schedule from the second and fourth Mondays of each month to the first and third Mondays effective October 1, 1985).

Action: Adopt.

General Manager's Report (Calendar Item No. 13)

At the meeting of August 12, 1985, the Commission directed that the Memorandum of Understanding (MOU) between the Civil Service Commission and the Airports Commission establishing the Decentralized Personnel Unit at the Airport and delegating certain examination functions at the Airport be calendared for review at the meeting of September 16, 1985.

General Manager's Report (cont.)

Action: The Civil Service Commission requests the Airports Commission to submit a report on the matter of continuing to delegate examination functions to the Decentralized Personnel Unit at the Airport; all new announcements and examinations will be held in abeyance; this item will be calendared for a hearing before the Civil Service Commission in October, 1985.

Commissioners' New Business (Calendar Item No. 14)

Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center.

August 12, 1985: Commissioner Carlota Texidor del Portillo reported that on July 30, 1985 she had visited San Francisco General Hospital Medical Center in an attempt to verify the accuracy of the recent report on bilingual assignments at San Francisco General Hospital Medical Center previously provided by the Department of Public Health and had found on the work shift she audited that certain persons indicated in the report as being assigned to specific work stations were not on duty or were unknown and that there was staff confusion over the availability of bilingual resources in the event of emergency. The Commission directed that the Secretary send a letter to the Health Commission requesting 1) an explanation for the discrepancy between the report and the results of this audit and 2) that monthly reports from the Department of Public Health be provided for one (1) year detailing for each month the bilingual position, the name of the person, the work shift, and the specific duty assignment. The Commission directed that the Civil Service Commission staff regularly and frequently audit these reports.

The Commission stipulated that future failure to adequately staff the San Francisco General Hospital Medical Center with bilingual personnel would result in the preferral of charges for dismissal pursuant to Charter Section 8.341 and/or revocation of certain limited tenure authority and/or termination of personnel requisitions.

The Commission further ordered that this matter be recalendared for the next meeting of August 26, 1985

Action: Over to the meeting of September 16, 1985 at the request of the Health Commission due to late receipt of the correspondance from the Civil Service Commission.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 26, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Augusto Barrionuevo, 9163 Transit Operator, 7/E-116, Public Utilities Commission, San Francisco Municipal Railway, 7/17/85. (Calendar Item No. 24) (4)

Action: Over to the meeting of August 26, 1985 at the request of the Transport Workers Union.

Action: Off calendar at the request of the Public Utilities Commission.

George Byas, 9163 Transit Operator, 146/E-116, Public Utilities Commission, San Francisco Municipal Railway, 7/19/85. (Calendar Item No. 31) (2)

Action: Off calendar at the request of The Transport Workers Union.

Christopher Byes, 2736 Porter, 97/E-52, Department of Public Health, Laguna Honda Hospital, 8/8/85. (Calendar Item No. 42) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Francisco Canales, 9163 Transit Operator, 42/E-116, Public Utilities Commission, San Francisco Municipal Railway, 5/24/85. (Calendar Item No. 26) (4)

Action: Over to the meeting of August 26, 1985 at the request of the Transport Workers Union.

Action: Over to the meeting of September 16, 1985 at the request of Mr. Canales.

Mark S. Carroll, 0-2 Police Officer, 227/E-98, San Francisco Police Department, Communications, 7/23/85. (Calendar Item No. 38) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Patricia Chavez, 8320 Counselor, 21/CPE-2, Juvenile Court, Juvenile Hall, 5/20/85. (Calendar Item No. 34) (6)

June 24, 1985: Over to the meeting of July 8, 1985 at Ms. Chavez's request.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of Juvenile Court.

July 22, 1985: Over to the meeting of August 26, 1985 at Ms. Chavez's request.

Action: Over to the meeting of October 7, 1985 at request of Ms. Chavez's attorney.

Corey D. Clark, 8316 Assistant Counselor, 4/E-11, Juvenile Court, Juvenile Hall, 8/3/85. (Calendar Item No. 29) (4)

Action: Over to the meeting of September 16, 1985 at the request of Local 790.

Reconsideration of Civil Service Commission action of July 22, 1985 (Commissioners Gloyd, Powell and Texidor del Portillo): Carmel J. Debono, Q-2 Police Officer, 260/E-98, San Francisco Police Department, Northern Station, 6/17/85. (Calendar Item No. 36) (6)

July 22, 1985: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Action: Rescind the action of July 22, 1985. Approve. Not to be employed again by the San Francisco Police Department for one (1) year.

Maria P. Gabon, 3610 Library Assistant, 4/E-2, San Francisco Public Library, Direct Services, 4/13/85. (Calendar Item No. 33) (6)

June 10, 1985: Over to the meeting of July 8, 1985 by mutual request of the San Francisco Public Library and Ms. Gabon.

July 8, 1985: Over to the meeting of August 12, 1985 at request of San Francisco Public Library.

August 12, 1985: Over to the meeting of August 26, 1985 at Ms. Gabon's request.

Action: Approve.

Thomas Grinner, 7347 Plumber, 30/CPE-1, San Francisco Unified School District, Buildings and Grounds, 11/6/84. (Calendar Item No. 23) (4)

November 26, 1984: Off calendar pending completion of investigation by the Civil Service Commission Equal Employment Opportunity Unit.
(Recessed to November 29, 1984)

August 12, 1985: Over to the meeting of August 26, 1985 at the request of the San Francisco Unified School District.

Action: Future employment subject to review and approval of the General Manager, Personnel. Return name to list under waiver until completion of eighteen (18) months of satisfactory service. For purposes of calculating the eighteen (18) months of satisfactory service. Time in employment served since November, 1984 may be considered. Not to be employed again by the San Francisco Unified School District

Reconsideration of Civil Service Commission action of July 22, 1985 (Commissioners Gloyd, Powell and Texidor del Portillo):

David L. Leung, Q-2 Police Officer, 469/E-98, San Francisco Police Department, Northern Station, 6/18/85. (Calendar Item No. 37) (6)

July 22, 1985: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Action: Rescind the action of July 22, 1985. Approve. Not to be employed again by the San Francisco Police Department.

Eugenio N. Mallari, 9163 Transit Operator, 7/E-117, Public Utilities Commission, San Francisco Municipal Railway, 7/3/85. (Calendar Item No. 32) (2)

Action: Satisfactory completion of two (2) year's work experience in or out of the City service prior to reapplication for Class 9163 Transit Operator.

Reconsideration of Civil Service Commission action of July 22, 1985: (Commissioners Gloyd, Powell and Texidor del Portillo):

Steve E. Marshall, 8214 Traffic Control Officer, 157/E-15, Airports Commission, Police Division, 6/13/85. (Calendar Item No. 27) (4)

July 8, 1985: Over to the meeting of July 22, 1985 at Mr. Marshall's request.

July 22, 1985: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

Action: Rescind the action of July 22, 1985. Return name to list. Not to be employed again by the Airports Commission.

Brenda Pollard, 9163 Transit Operator, 348/E-113, Public Utilities Commission, San Francisco Municipal Railway, 7/10/85. (Calendar Item No. 40) (7)

August 12, 1985: Over to the meeting of August 26, 1985 at the request of Transport Workers Union.

Action: No restriction on future employment.

Manuel Rivera, 9110 Fare Collections Receiver, 6/E-21, Public Utilities Commission, Bureau of Finance, 6/12/85. (Calendar Item No. 25) (4)

July 8, 1985: Over to the meeting of July 22, 1985 at request of the Public Utilities Commission.

July 22, 1985: Off calendar at request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Sedrick Saulsby, 2390 Central Processing and Distribution Clerk, 6/E-1, Department of Public Health, San Francisco General Hospital Medical Center, 7/29/85. (Calendar Item No. 41) (7)

Action: Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Department of Public Health.

Gary Smith, 7430 Maintenance Controller, LT, Public Utilities Commission, San Francisco Municipal Railway, 7/8/85. (Calendar Item No. 21) (1)

August 12, 1985: Over to the meeting of August 26, 1985 at Mr. Smith's request.

Action: Over to the meeting of September 16, 1985 at the request of the Public Utilities Commission.

Helen Stone, 1424 Clerk Typist, 73/CPE-1, Department of Public Health, Bureau of Records and Statistics, 8/2/85. (Calendar Item No. 39) (6)

Action: Over to the meeting of September 16, 1985 at the request of Local 790.

Charles F. Thomas, 7373 Senior Stationary Engineer, Sewage Plant, 36/CPE-5, Department of Public Works, Bureau of Water Pollution Control, 8/9/85. (Calendar Item No. 30) (4)

Action: Return name to list.

Raymond C. Williams, 1446 Senior Clerk Stenographer, NCS, Public Utilities Commission, Finance Bureau, 7/11/85. (Calendar Item No. 35) (6)

August 12, 1985: Over to the meeting of August 26, 1985 at Mr. Williams' request.

Action: Off calendar at the request of the Public Utilities Commission.

Linda Wright, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Benjamin Franklin Middle School, 7/12/85. (Calendar Item No. 22) (1)

July 22, 1985: Over to the meeting of August 12, 1985 at the request of the San Francisco Unified School District.

August 12, 1985: Over to the meeting of August 26, 1985 at the request of the San Francisco Unified School District.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Raul G. Ysip, 7410 Automotive Service Worker, 59/E-7, Public Utilities Commission, San Francisco Municipal Railway, 8/2/85. (Calendar Item No. 28) (4)

Action: Off calendar at the request of the Transport Workers Union.

AMENDED
CSC MEETING OF 8/12/85

Brenda Pollard, 9163 Transit Operator, 348/E-113, Public Utilities Commission, San Francisco Municipal Railway, 7/10/85. (Calendar Item No. 33) (7)

Action: Over to the meeting of August 26, 1985 at the request of Transport Workers Union.

Isaiah Queen, 2604 Food Service Worker, LT, Department of Public Health, San Francisco General Hospital Medical Center, 4/28/85. (Calendar Item No. 26) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department or Public Health.

Gary Smith, 7430 Maintenance Controller, LT, Public Utilities Commission, San Francisco Municipal Railway, 7/8/85. (Calendar Item No. 19) (1)

Action: Over to the meeting of August 26, 1985 at Mr. Smith's request.

Milton Stirrup, 2909 Hospital Eligibility Supervisor, 4.5/CPE-1, Department of Public Health, Laguna Honda Hospital, 7/16/85. (Calendar Item No. 31) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Donald Trombley, 7306 Auto Body and Fender Worker, 7/CPE-1, Public Utilities Commission, Equipment Maintenance Division, 7/16/85. (Calendar Item No. 34) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Anthony R. Urbina, 1404 Clerk, 191/CPE-1, Department of Social Services, 7/12/85. (Calendar Item No. 17) (5)

Action: Reinstate to a position in the class from which promoted. Not to be employed again by the Department of Social Services.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - SEPTEMBER 16, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd (Items Missed: Minutes, Consent Calendar, 17 and 19)
Present: Commissioner Lee (Items Missed: 18, 29, 31, 32, 34, 36, 37, 38, and 46)
Present: Commissioner Munson
Present: Commissioner Powell
Present: Commissioner Texidor del Portillo (Items Missed: 37, and 38)

Commissioner Lee presided over Minutes, Consent Calendar, Items 16, 17, 19, 22, 23, 25, 26, 27, 28, 30, 33, 35, 39, 41, 42, 43, 44, 45, 47, 48, 49, 50, 51.

Commissioner Gloyd presided over the balance of the calendar.

MINUTES: Regular Meeting of August 26, 1985.

DOCUMENTS APPROVED

Action: Approve.

SEP 25 1985

PUBLIC LIBRARY

ANNOUNCEMENTS

The Civil Service Commission met in Executive Session with the City Attorney pursuant to the State of California Government Code Section 54956.9 to discuss the matter of the United States of America versus City and County of San Francisco, et al. (USDC No. C84-7089 MHP) on Friday, September 13, 1984. This litigation involves the Class H-2 Firefighter examination. No action was taken.

The Civil Service Commission will conduct a Special Meeting on Monday, September 23, 1985 at 2 P.M. in Room 282 City Hall to discuss these issues.

CLASSIFICATION MATTERS

1110-84 Addendum to the classification survey of the Mayor's Office of Community Development. (Calendar Item No. 7)

June 25, 1985: Adopt staff report.

Action: Adopt staff report; amend previous action as recommended in the staff report.

1160-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 17)

August 26, 1985: Contract 125-85/86 over to the meeting of September 16, 1985 at the request of Local 790.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
125-85/86	Public Works	Nunn Better

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1165-85 Classification of new positions in the 1985-86 Budget.
(Calendar Item No. 8)

Action: Adopt staff report. Allocate new positions to recommended classifications; defer classification action on positions designated with symbol "SC".

1169-85 Classification of positions in various City departments.
(Calendar Item No. 6)

<u>Department</u>	<u>No.</u> <u>Pos.</u>	<u>Budgeted Class</u> <u>and Rate</u>	<u>Recommended</u> <u>Class</u>
Public Health S.F. General Hospital	1	2143 Hospital Assistant Administrator (Sch. Z 61.2 \$1809B2199)	Same
City Planning	1	1825 Management Analyst (Sch. 55.6 \$1381B1674)	5281 Planner III, Administrative (Sch. 53.9 \$1273B12)
Commission on the Status of Women	1	2991 Coordinator, Human Rights Commission (Sch. 55.5 \$137581666)	Same
Fine Arts Museum	1	7335 Senior Stationary Engineer (Sch. 52.8 \$1208B1463)	7334 Stationary Engineer (Sch. 50.3 \$1073B1298)
Board of Supervisors	1	1650 Accountant (Sch. 43.3 \$7698929)	1652 Senior Accountant (Sch. 47.3 \$929B1125)

Action: Adopt staff report.

1173-85 Survey of three positions in the Mayor's Office. (Calendar Item No. 9)

Action: Adopt staff report.

1. Delete one (1) A725 Assistant to the Mayor III (\$1323B1388).
2. Delete two (2) A727 Assistant to the Mayor IV. (\$1748B1748).
3. Add one (1) A728 Assistant to the Mayor VI (\$1946B1946).
4. Add one (1) A729 Assistant to the Mayor VII (\$2582B2582).
5. Amend the Annual Salary Ordinance accordingly.

1174-85 Request to staff three positions in the Office of the Purchaser.
(Calendar Item No. 10)

Action: Adopt staff report.

1. Approve the use of two positions in Class 9744 Staff Assistant VI, Special Project (\$1620 BW, \$42,282 year) for a period of two years.

CLASSIFICATION MATTERS (cont.)

1174-85
(cont.)

2. Approve a temporary exempt appointment at the 4th step (\$2199 8W, \$57,394 year) to a position in Class A643 Materials Management Systems Supervisor in accordance with Charter Section 8.300(5) and Salary Standardization Ordinance Section VII A.3C for a period of two years.

1176-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
170-85/86	Public Health	St. Mary's Hospital & Medical Center, McAuley Institute
171-85/86	Public Health	S.F. Mental Health Funds, Inc. - CAAB
172-85/86	Public Health	UCSF Institute for Health Policy
173-85/86	Controller	DBMS, Inc.
174-85/86	Public Utilities Commission	Security Design Unlimited
175-85/86	Public Utilities Commission	Booz-Allen & Hamilton
176-85/86	District Attorney	Golden Gate University - Patricia Manuel
177-85/86	District Attorney	Roche Biomedical Laboratories, Inc.
178-85/86	District Attorney	Hastings College of Law, Felecciana Asuncion-Strobel
179-85/86	District Attorney	Compass Consulting Group
180-85/86	District Attorney	University of San Francisco
181-85/86	District Attorney	S. F. State University
182-85/86	District Attorney	Golden Gate University
183-85/86	District Attorney	Hastings College of Law
184-85/86	District Attorney	University of California, Berkeley
185-85/86	District Attorney	University of San Francisco
186-85/86	District Attorney	New College of California
187-85/86	District Attorney	Pamela Wilson
188-85/86	District Attorney	Kate Neale
189-85/86	District Attorney	Mary McNeill
190-85/86	Art Commission	Tony Berlant
191-85/86	Art Commission	Roy de Forest
192-85/86	Art Commission	Yoshio Taylor
193-85/86	Art Commission	Maria Alquilar

CLASSIFICATION MATTERS (cont.)

1176-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
194-85/86	Human Rights Commission	S.F. Intergroup Clearinghouse, Inc.
195-85/86	CAO	Hellmuth, Obata & Kassabaum
196-85/86	CAO	Margaret Gainer
197-85/86	Social Services	S.F. Housing Authority
198-85/86	Fire	Paul J. Buffone
199-85/86	Public Works	Dennis Joiner and Associates
200-85/86	Public Health	To be Selected
Action:	1.	Contract 175-85/86 over to the meeting of October 7, 1985 at the request of Local 790.
	2.	Adopt balance of staff report; notify the offices of the Controller and the Purchaser.

COMPENSATION MATTERS

2272-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 5)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Lorelle Copenhauer 9212 Airfield Safety Officer	Airport	5	5
So Kam Ng 3542 Curator II	Asian Art Museum	4	4
Larry Nelson 8321 Counselor, Boys Ranch School	Juvenile Court	5	5
William Stead 9186 General Manager, Municipal Railway	Public Utilities Commission	5	5
Stephen Smith 3426 Urban Forester	Recreation and Parks	5	5
Jettye Levels 1426 Senior Clerk Typist	S.F. Unified School District	5	5

Action: Adopt staff report.

EXAMINATION MATTERS

3013-85 Appeal of rejection for Class Q2 Police Officer by Janet Scarborough. (Calendar Item No. 21)

February 25, 1985: Over to the meeting of March 25, 1985 at Ms. Scarborough's request.

March 25, 1985: Over to the meeting of April 22, 1985 at the request of Ms. Scarborough's attorney.

EXAMINATION MATTERS (cont.)

3013-85

(cont.)

April 22, 1985: Over to the meeting of May 20, 1985 at request of Ms. Scarborough's attorney.

May 20, 1985: Over to the meeting of June 10, 1985 at request of Ms. Scarborough's attorney.

June 10, 1985: Over to the meeting of June 24, 1985 at the request of Ms. Scarborough's attorney.

June 24, 1985: Over to the meeting of July 8, 1985. Mr. Ray Wong, Coordinator, Consent Decree Division, San Francisco Police Department requested to be in attendance.

July 8, 1985: Over to the meeting of July 22, 1985 at request of the San Francisco Police Department.

July 22, 1985: Over to the meeting of August 12, 1985 at the request of Ms. Scarborough's attorney.

August 12, 1985: Over to the meeting of September 16, 1985 at the request of Ms. Scarborough's attorney.

Action: Overrule the decision of the Chief of Police to disqualify Janet M. Scarborough.

3228-85

Appeals of denial of protest of qualifications of eligibles on the tentative eligible list for Class 9222 Airport Operations Coordinator. (Calendar Item No. 22)

August 26, 1985: Over to the meeting of September 16, 1985 at the request of the appellants.

Action: Over to the meeting of October 7, 1985 at the request of the appellants' attorney.

3240-85

Appeal of staff decision placing eligible under waiver for appointment in Class 9256 Assistant General Manager, Operations and Maintenance. (Calendar Item No. 23)

Action: Grant appeal; remove waiver placed on Mr. Clayton Scott in Class 9256 Assistant General Manager, Operations and Maintenance.

3250-85

Appeals of staff denial of protests regarding the writing test component of the examination for Class Q-35 Assistant Inspector and Class Q-50 Sergeant, San Francisco Police Department. (Calendar Item No. 18)

Action: Off calendar.

1. Appoint a Special Committee, Commissioner Texidor del Portillo, Chair and Commissioner Gloyd, to review and investigate the factual matters in regards to the appellants appeals.
2. A Special Meeting to be announced following the Committee's review.

EXAMINATION MATTERS (cont.)

3344-85 Appeal of rejection for Class Q2 Police Officer by Danita E. Reagan. (Calendar Item No. 19)

July 8, 1985: Over to the meeting of July 22, 1985 at Ms. Reagan's request.

July 22, 1985: Over to the meeting of August 26, 1985 at the request of Ms. Reagan's attorney.

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Ms. Reagan.

Action: Sustain the disqualification of Danita E. Reagan by the Chief of Police.

3351-85 Appeal of rejection for Class Q2 Police Officer by Rachel C. MacLachlan. (Calendar Item No. 20)

August 12, 1985: Over to the meeting of August 26, 1985 at Ms. MacLachlan's request.

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Ms. MacLachlan.

Action: Sustain the disqualification of Rachel C. MacLachlan by the Chief of Police.

IN-SERVICE MATTERS

4289-85 Appeal from Edward Sanchez of the decision of the General Manager, Personnel to withhold his certification from the Class 7514 Eligible List. (Calendar Item No. 16)

April 22, 1985: Over to the meeting of May 13, 1985 at Mr. Sanchez's request.

May 13, 1985: Over to the meeting of June 10, 1985.

June 10, 1985: Over to the meeting of June 24, 1985 for a comprehensive report on Mr. Sanchez's employment record with the City and County.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of Mr. Sanchez's mother.

July 8, 1985: Over to the meeting of July 22, 1985. Mr. Sanchez to provide medical records for review by Civil Service Commission designated physician.

July 22, 1985: Over to the meeting of August 12, 1985 at the request of Mr. Sanchez's attorney.

August 12, 1985: Over to the meeting of August 26, 1985 due to late submission of the medical records.

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Mr. Sanchez's attorney.

Action: Deny request; sustain the decision of the General Manager, Personnel; future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of six (6) months work experience outside the City and County Service.

IN-SERVICE MATTERS (cont.)

4763-85 Request for extension of holdover rights for Mr. Robert Burns in Class 1424 Clerk Typist. (Calendar Item No. 13)

Action: Adopt staff report. Extend temporary holdover rights for Mr. Robert Burns in Class 1424 Clerk Typist until such time as he may be reached for permanent appointment.

4777-85 Proposed amendment to Civil Service Commission Rule 27 - Temporary Exchanges for Training Purposes. (Calendar Item No. 11)

Action: Post for adoption at the meeting of October 7, 1985.

4778-85 Review of Memorandum with the Airports Commission establishing a Decentralized Personnel Unit at the San Francisco International Airport. (Calendar Item No. 12)

September 17, 1979: Approve Memorandum of Understanding.

November 5, 1979: Over to the meeting of November 19, 1979.

November 19, 1979: Over to the meeting of December 17, 1979.

December 17, 1979: Over to the meeting of January 7, 1980.

January 7, 1980: Off calendar.

August 12, 1985: Calendar the Memorandum of Understanding with the Airports Commission for review at the meeting of September 16, 1985.

August 26, 1985: The Civil Service Commission requests the Airports Commission to submit a report on the matter of continuing to delegate examination functions to the Decentralized Personnel Unit at the Airport; all new announcements and examinations will be held in abeyance; this item will be calendared for a hearing before the Civil Service Commission in October, 1985.

Action: Off calendar pending receipt of report from the Airports Commission.

Commissioners' New Business. (Calendar Item No. 15)

Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center.

August 12, 1985: Commissioner Carlota Texidor del Portillo reported that on July 30, 1985 she had visited San Francisco General Hospital Medical Center in an attempt to verify the accuracy of the recent report on bilingual assignments at San Francisco General Hospital Medical Center previously provided by the Department of Public Health and had found on the work shift she audited that certain persons indicated in the report as being assigned to specific work stations were not on duty or were unknown and that there was staff confusion over the availability of bilingual resources in the event of emergency. The Commission directed that the Secretary send a letter to the Health Commission requesting 1) an explanation for the discrepancy between the report and the results of this audit and 2) that monthly reports from the Department of Public Health be provided for one (1) year detailing for each month

Commissioners' New Business
(cont.)

August 12, 1985: the bilingual position, the name of the person, the work shift, and the specific duty assignment. The Commission directed that the Civil Service Commission staff regularly and frequently audit these reports.

The Commission stipulated that future failure to adequately staff the San Francisco General Hospital Medical Center with bilingual personnel would result in the preferral of charges for dismissal pursuant to Charter Section 8.341 and/or revocation of certain limited tenure authority and/or termination of personnel requisitions.

The Commission further ordered that this matter be recalendared for the next meeting of August 26, 1985

August 26, 1985: Over to the meeting of September 16, 1985 at the request of the Health Commission due to late receipt of the correspondance from the Civil Service Commission.

Action: Over to the meeting of October 21, 1985 at the request of the Health Commission.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - SEPTEMBER 16, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Carol Aguila, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Buildings and Grounds, 7/29/85. (Calendar Item No. 45) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Dennis H. Alvarenga, Q-2 Police Officer, 138/E-91, San Francisco Police Department, Mission Station, 8/23/85. (Calendar Item No. 50) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department. Must submit evidence of satisfactory completion in a recognized rehabilitation program.

Francisco Canales, 9163 Transit Operator, 42/E-116, Public Utilities Commission, San Francisco Municipal Railway, 5/24/85. (Calendar Item No. 29) (4)

June 24, 1985: Over to the meeting of August 12, 1985 at the request of the Transport Workers Union.

August 12, 1985: Over to the meeting of August 26, 1985 at the request of the Transport Workers Union.

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Mr. Canales.

Action: Must present evidence of completion in a recognized rehabilitation program.

Corey D. Clark, 8316 Assistant Counselor, 4/E-11, Juvenile Court, Juvenile Hall, 8/3/85. (Calendar Item No. 30) (4)

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Local 790.

Action: Off calendar at the request of the Juvenile Court.

Robert Alonzo Clark, 2140 Hospital Administrative Assistant, LT, Department of Public Health, San Francisco General Hospital Medical Center, 7/10/85. (Calendar Item No. 39) (6)

Action: Over to the meeting of October 7, 1985 at the request of Mr. Clark's attorney.

Ora Lee Curtis, 2428 Supervising Radiologic Technician I, 8/P-2, Department of Public Health, San Francisco General Hospital Medical Center, 8/23/85. (Calendar Item No. 49) (7)

Action: Over to the meeting of October 21, 1985 at the request of Ms. Curtis' attorney.

Eduardo Diaz, 2304 Psychiatric Orderly, 4/E-3, Department of Public Health, San Francisco General Hospital Medical Center, 8/20/85. (Calendar Item No. 34) (4)

Action: Dismiss from the Service. No other restrictions.

Camilla A. Gillette, 1220 Payroll Clerk, 88/E-2, Department of Public Works, General Administration, 8/12/85. (Calendar Item No. 44) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works. Must submit evidence of satisfactory completion in a recognized rehabilitation program.

Joyce A. Holt, 1202 Personnel Clerk, 110-/CPE-1, Department of Public Health, Laguna Honda Hospital, 8/9/85. (Calendar Item No. 25) (5)

Action: Approve. Reinstate to a position in the class from which promoted. Return name to list with promotive points intact. Not to be employed again by the Department of Public Health.

Lemuel Jackson, 9163 Transit Operator, 257/E-116, Public Utilities Commission, San Francisco Municipal Railway, 8/19/85. (Calendar Item No. 36) (2)

Action: Off calendar at the request of the Public Utilities Commission.

Steve Kelley, 1424 Clerk Typist, 3/CPE-2, Department of Public Health, Bureau of Communicable Disease Control, 8/16/85. (Calendar Item No. 32) (4)

Action: Not to be employed again by the Department of Public Health. Return name to list.

Ricardo Medina, 1404 Clerk, 36/CPE-1, San Francisco Community College District, College Division, 7/30/85. (Calendar Item No. 28) (3)

Action: Over to the meeting of October 7, 1985 at the request of the San Francisco Community College District.

/

Robert Alonzo Clark, 2140 Hospital Administrative Assistant, LT, Department of Public Health, San Francisco General Hospital Medical Center, 7/10/85. (Calendar Item No. 39) (6)

Action: Over to the meeting of October 7, 1985 at the request of Mr. Clark's attorney.

Ora Lee Curtis, 2428 Supervising Radiologic Technician I, 8/P-2, Department of Public Health, San Francisco General Hospital Medical Center, 8/23/85. (Calendar Item No. 49) (7)

Action: Over to the meeting of October 21, 1985 at the request of Ms. Curtis' attorney.

Eduardo Diaz, 2304 Psychiatric Orderly, 4/E-3, Department of Public Health, San Francisco General Hospital Medical Center, 8/20/85. (Calendar Item No. 34) (4)

Action: Dismiss from the Service. No other restrictions.

Camilla A. Gillette, 1220 Payroll Clerk, 88/E-2, Department of Public Works, General Administration, 8/12/85. (Calendar Item No. 44) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works. Must submit evidence of satisfactory completion in a recognized rehabilitation program.

Joyce A. Holt, 1202 Personnel Clerk, 110-/CPE-1, Department of Public Health, Laguna Honda Hospital, 8/9/85. (Calendar Item No. 25) (5)

Action: Approve. Not to be employed again by the Department of Public Health. Return name to list.

Lemuel Jackson, 9163 Transit Operator, 257/E-116, Public Utilities Commission, San Francisco Municipal Railway, 8/19/85. (Calendar Item No. 36) (2)

Action: Off calendar at the request of the Public Utilities Commission.

Steve Kelley, 1424 Clerk Typist, 3/CPE-2, Department of Public Health, Bureau of Communicable Disease Control, 8/16/85. (Calendar Item No. 32) (4)

Action: Not to be employed again by the Department of Public Health. Return name to list.

Ricardo Medina, 1404 Clerk, 36/CPE-1, San Francisco Community College District, College Division, 7/30/85. (Calendar Item No. 28) (3)

Action: Over to the meeting of October 7, 1985 at the request of the San Francisco Community College District.

Jack Mohrbacher, Ph.D., 2574 Clinical Psychologist, 8/E-9,
Department of Public Health, Community Mental Health Services,
11/19/84. (Calendar Item No. 48) (7)

January 14, 1985: Over to the meeting of March 11, 1985 at Dr. Mohrbacher's request.

March 11, 1985: Over to the meeting of April 22, 1985 at Dr. Mohrbacher's request.

April 22, 1985: Off calendar at Dr. Mohrbacher's request. Dr. Mohrbacher to notify the Assistant Secretary when prepared to proceed. To remain under waiver of all employment with the City and County pending final action on this matter.

Action: Over to the meeting of October 7, 1985 at the request of Dr. Mohrbacher. (Special Order of Business to be Heard at 5 P.M.)

John Moyles, 8202 Security Guard, 87/E-5, War Memorial, 8/16/85. (Calendar Item No. 31) (4)

Action: Not to be employed again by the War Memorial. Return name to list.

Susan Muller, 1428 Ward Clerk, 40/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 6/1/85. (Calendar Item No. 37) (6)

July 8, 1985: Remand to the Department of Public Health to complete the review procedure dictated by Civil Service Commission Rule 33.

Action: Off calendar at the request of the Department of Public Health.

Richard Nett, 2940 Child Welfare Worker, 34/E-46, Department of Social Services, 8/20/85. (Calendar Item No. 47) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Raul Perea, 1424 Clerk Typist, 5/CPE-85, Public Utilities Commission, Bureau of Personnel and Training Division, 7/16/85. (Calendar Item No. 40) (6)

August 12, 1985: Over to the meeting of September 16, 1985 at the request of Local 790.

Action: Off calendar at the request of the Public Utilities Commission.

Bernard Porter, 9163 Transit Operator, 69/E-118, Public Utilities Commission, San Francisco Municipal Railway, 8/2/85. (Calendar Item No. 35) (2)

Action: Over to the meeting of October 7, 1985 at the request of Mr. Porter.

Oscar Rodriguez, 7502 Asphalt Worker, LT, Department of Public Works, Street and Sewer Repair, 8/19/85. (Calendar Item No. 27) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Gary Smith, 7340 Maintenance Controller, LT, Public Utilities Commission, San Francisco Municipal Railway, 7/8/85. (Calendar Item No. 26) (1)

August 12, 1985: Over to the meeting of August 26, 1985 at Mr. Smith's request.

August 26, 1985: Over to the meeting of September 16, 1985 at the request of the Public Utilities Commission.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Rebecca E. Smith, 1424 Clerk Typist, 3/CPE-113, Public Utilities Commission, Bureau of Personnel and Training, 8/1/85. (Calendar Item No. 42) (6)

Action: Over to the meeting of October 7, 1985 at the request of the Public Utilities Commission.

Helen Stone, 1424 Clerk Typist, 73/CPE-1, Department of Public Health, Bureau of Records and Statistics, 8/2/85. (Calendar Item No. 38) (6)

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Local 790.

Action: Over to the meeting of October 7, 1985.

Charlesetta Talley, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Balboa High School, 6/28/85. (Calendar Item No. 46) (6)

Action: Over to the meeting of October 7, 1985 at the request of Ms. Talley's mother.

Cornet M. Tanner, 9131 Station Agent, 37/E-1, Public Utilities Commission, San Francisco Municipal Railway, 8/3/85. (Calendar Item No. 41) (6)

Action: Over to the meeting of October 7, 1985 at the request of the Public Utilities Commission.

Gertrude Thomasson, 2736 Porter, 20/E-54, Department of Public Health, San Francisco General Hospital Medical Center, 9/2/85. (Calendar Item No. 33) (4)

Action: Off calendar at the request of the Department of Public Health.

Stephen R. Vasquez, 7334 Stationary Engineer, 39/E-22, Public Utilities Commission, San Francisco Municipal Railway, 8/12/85.
(Calendar Item No. 51) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Claudia V. Wilcox, Q-2 Police Officer, 240/E-98, San Francisco Police Department, Communications, 8/26/85. (Calendar Item No. 43)
(6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 7, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Texidor del Portillo

Excused: Commissioner Munson
Commissioner Powell

Commissioner Lee presided.

MINUTES: A. Regular Meeting of September 16, 1985
B. Special Meeting of September 23, 1985

DOCUMENTS DEPT.

Action: Approve.

OCT 21 1985

PUBLIC LIBRARY

CLASSIFICATION MATTERS

1176-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 13)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
175-85/86	Public Utilities Commission	Booz-Allen & Hamilton

September 16, 1985: Contract 175-85/86 over to the meeting of October 7, 1985 at the request of Local 21.

Action: Over to the meeting of 10/21/85.

1188-85 Request to make a temporary exempt appointment in Class 1821 Management Information Systems Manager per Charter Section 8.300(5), Department of Public Health. (Calendar Item No. 5)

Action: Adopt staff report.

1. Approve an exempt appointment to a position in Class 1821 Management Information Systems Manager in accordance with Charter Section 8.300(5) pending formal classification and examination action.
2. Approve an exempt appointment to the position at the fourth step (\$1756 BW) of the range for Class 1821 per Section VII A.3B of the Salary Standardization Ordinance.
3. Classification and examination action to occur within a one year period.

1189-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
201-85/86	Public Health	University of California Berkeley
202-85/86	Public Health	Regents/University of California at SFGH
203-85/86	Public Health	St. Luke's Hospital

CLASSIFICATION MATTERS (cont.)

1189-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
204-85/86	Public Health	Urban Indian Health Board
205-85/86	Public Health	Laura Brainin-Rodriguez
206-85/86	Public Health	Stanislaus County Department of Mental Health
207-85/86	Public Health	Arnaldo Solis, M.D.
208-85/86	Port	U.C. San Diego, Scripps Institute of Oceanography
209-85/86	Controller	I.P.S. Consulting
210-85/86	Public Works	Reineck & Reineck
211-85/86	Public Works	Analysts, Inc.
212-85/86	Public Works	Henry L. Chapot & Associates
213-85/86	Public Works	Peter Kaldveer & Associates, Inc.
214-85/86	Public Works	Joseph Chow & Associates
215-85/86	Airport	Dieter C. Rapp
216-85/86	Civil Service Commission	Psychometrics Inc.
217-85/86	Social Services	International Institute of San Francisco
218-85/86	Public Utilities Commission	Corropro Companies, Inc.
219-85/86	Public Utilities Commission	Pitometer Associates
220-85/86	CAO	Cal Recovery Systems, Inc.
221-85/86	Police	Dr. Edward Blake, Forensic Science & Assoc.
222-85/86	Arts Commission	S. Leonard Auerbach and Associates
223-85/86	Sheriff	Dr. Richard Blak
224-85/86	Public Health	Polaris Research & Development
225-85/86	Public Health	Teenage Prenatal Care Prog./Mt. Zion Hospital
226-85/86	Public Health	Family Service Agency/TAPP
227-85/86	Public Health	Ella Hill Hutch Community Center
228-85/86	Public Health	Northern California Occupational Health Center
229-85/86	Public Health	MSC Psychiatric Services Corp.
230-85/86	Public Health	District I Community Advisory Board, Inc.

CLASSIFICATION MATTERS (cont.)

1189-85

(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
231-85/86	Public Health	District IV Citizens Advisory Board, Inc.
232-85/86	Public Health	Project Title XVI, Inc.
233-85/86	Recreation & Parks	ED2 International
234-85/86	Public Health	S.F. Community Clinic Consortium
235-85/86	Public Works	Bodega Bay Institute; Dr. Robert Risebrough

- Action:
1. Contract 207-85/86 over to the meeting of October 21, 1985.
 2. Adopt balance of staff report; notify the offices of the Controller and the Purchaser.

1190-85

Classification of one budgeted position in the new Class of 2148 Senior Hospital Associate Administrator. (Calendar Item No. 6)

- Action: Adopt staff report.

1. Establish new classification of 2148 Senior Hospital Associate Administrator (Salary Schedule J,Z 68.3 \$2557B3108); class specification as detailed in the staff report.
2. Allocate one position approved in the budget as A614 Deputy Administrator-San Francisco General Hospital (J \$2557B3108) to Class 2148 Senior Hospital Associate Administrator.
3. Amend Section 860100 of the Annual Salary Ordinance administratively.

1191-85

Request to make a temporary exempt appointment in Class 1865 Systems and Procedures Supervisor - Special Project per Charter Section 8.300(5), Purchasing. (Calendar Item No. 8)

- Action: Adopt staff report.

1. Approve an exempt appointment to a position in Class 1865 Systems and Procedures Supervisor - Special Project, in accordance with Charter Section 8.300(5) for a period of two years.
2. Approve an exempt appointment to the position at the fifth step (\$1927 BW) of the range for Class 1865 per Section VII A.3B of the Salary Standardization Ordinance.

1193-85

Request to utilize one position in Class 9748 Staff Assistant VIII, Special Project in the Department of Public Health. (Calendar Item No. 7)

- Action: Over to the meeting of 10/21/85.

EXAMINATION MATTERS

3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 14)

May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Transport Workers Union.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Transport Workers Union.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.

July 22, 1985: Over to the first meeting in October at the request of the Transport Workers Union.

Action: Over to the meeting of October 21, 1985 at the request of the Transport Workers Union.

3228-85 Appeals of denial of protest of qualifications of eligibles on the tentative eligible list for Class 9222 Airport Operations Coordinator. (Calendar Item No. 12)

August 26, 1985: Over to the meeting of September 16, 1985 at the request of the appellants.

September 16, 1985: Over to the meeting of October 7, 1985 at the request of the appellants' attorney.

Action: Over to the meeting of October 21, 1985 at the request of the appellants' attorney.

3259-85 Request for reconsideration of staff denial of protest regarding the written essay examination scoring for Class H-32 Captain, Bureau of Fire Prevention and Investigation. (Calendar Item No. 15)

Action: Adopt staff report; deny request of Gary Meltzer.

3391-85 Appeal of disqualification for Classes Q-50 Sergeant and Q-35 Assistant Inspector candidate pools by Timothy A. Foley. (Calendar Item No. 16)

Action: Over to the meeting of October 21, 1985 at the request of Mr. Foley's attorney.

3394-85 Appeal of disqualification for Classes Q-50 Sergeant and Q-35 Assistant Inspector candidate pools by Judith A. Hardiman. (Calendar Item No. 17)

Action: Over to the meeting of October 21, 1985.

3425-85 Appeal of rejection for Class Q-2 Police Officer by Albert Jang. (Calendar Item No. 18)

Action: Off calendar pending outcome of polygraph examination. The San Francisco Police Department to notify the Assistant Secretary when ready to proceed.

IN-SERVICE MATTER

4777-85 Proposed amendment to Civil Service Commission Rule 27 - Temporary Exchanges for Training Purposes. (Calendar Item No. 9)

September 16, 1985: Post for adoption at the meeting of October 7, 1985.

Action: Off calendar pending completion of the meet and confer/consultation process.

General Manager's Report. (Calendar Item No. 10)

The General Manager, Personnel to report on Limited Tenure authorizations in Letter of Agreement (LOA) classes at the next meeting - Limited Tenure appointments extended to that date.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 7, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Patricia Chavez, 8320 Counselor, 21/CPE-2, Juvenile Court, Juvenile Hall, 5/20/85. (Calendar Item No. 29) (6)

June 24, 1985: Over to the meeting of July 8, 1985 at Ms. Chavez's request.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of Juvenile Court.

July 22, 1985: Over to the meeting of August 26, 1985 at Ms. Chavez's request.

August 26, 1985: Over to the meeting of October 7, 1985 at request of Ms. Chavez's attorney.

Action: Over to the meeting of October 21, 1985 at the request of Ms. Chavez's attorney. The Commission stipulated that this will be the final continuance.

Robert Alonzo Clark, 2140 Hospital Administrative Assistant, LT, Department of Public Health, San Francisco General Hospital Medical Center, 7/10/85. (Calendar Item No. 30) (6)

September 16, 1985: Over to the meeting of October 7, 1985 at the request of Mr. Clark's attorney.

Action: Over to the meeting of October 21, 1985 at the request of Mr. Clark's attorney.

Theodore D. Cole, Q-2 Police Officer, 364/E-98, San Francisco Police Department, Academy, 9/10/85. (Calendar Item No. 22) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Orazo Dillon, 2736 Porter, 12/E-55, Department of Public Health, San Francisco General Hospital Medical Center, 9/23/85. (Calendar Item No. 23) (4)

Action: Future employment subject to review and approval of the General Manager, Personnel. Return name to eligible list under waiver of certification to Department of Public Health. This waiver for Department of Public Health to remain in effect until completion of three (3) years work experience in or outside the City and County service.

Salome S. Enesi, 1424 Clerk Typist, 8/CPE-86, Department of Public Works, Building Inspection, 8/6/85. (Calendar Item No. 37) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Harold A. Fisher, 7381 Automotive Mechanic, 75/E-8, Public Utilities Commission, Equipment Maintenance Division, 8/30/85. (Calendar Item No. 39) (7)

Action: Future employment subject to satisfactory completion of one year's work experience outside the City and County service and medical clearance by a physician designated by the General Manager, Personnel.

Sallie A. Harrison, 1426 Senior Clerk Typist, 1/CPE-99, Department of Social Services, Court Office, 8/16/85. (Calendar Item No. 38) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Otis Johnson, 2302 Orderly, 34/E-312, Department of Public Health, Laguna Honda Hospital, 6/8/85. (Calendar Item No. 36) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Ellen J. Kramer, 2320 Registered Nurse, 15/E-694, Department of Public Health, Jail Medical Services, 8/23/85. (Calendar Item No. 24) (4)

Action: Dismiss from the Service. No restrictions on future employment.

Ricardo Medina, 1404 Clerk, 36/CPE-1, San Francisco Community College District, College Division, 7/30/85. (Calendar Item No. 20) (3)

September 16, 1985: Over to the meeting of October 7, 1985 at the request of the San Francisco Community College District.

Action: Off calendar at the request of the San Francisco Community College District.

Jack Mohrbacher, Ph.D., 2574 Clinical Psychologist, 8/E-9,
Department of Public Health, Community Mental Health Services,
11/19/84. (Calendar Item No. 40) (7)

January 14, 1985: Over to the meeting of March 11, 1985 at Dr. Mohrbacher's request.

March 11, 1985: Over to the meeting of April 22, 1985 at Dr. Mohrbacher's request.

April 22, 1985: Off calendar at Dr. Mohrbacher's request. Dr. Mohrbacher to notify the Assistant Secretary when prepared to proceed. To remain under waiver of all employment with the City and County pending final action on this matter.

September 16, 1985: Over to the meeting of October 7, 1985 at the request of Dr. Mohrbacher. (Special Order of Business to be heard no earlier than 5 P.M.)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of five (5) year's work experience outside the City and County service. Future employment subject to medical clearance by a physician designated by the General Manager, Personnel.

Jess M. Peinado, Q-2 Police Officer, 190/E-90, San Francisco Police Department, Southern Station, 8/26/85. (Calendar Item No. 35) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and express approval of the General Manager, Personnel. Not to be employed again by the San Francisco Police Department.

Bernard Porter, 9163 Transit Operator, 69/E-118, Public Utilities Commission, San Francisco Municipal Railway, 8/2/85. (Calendar Item No. 28) (2)

September 16, 1985: Over to the meeting of October 7, 1985 at the request of Mr. Porter.

Action: Dismiss from the Service. Must have Class II Driver License to reapply for Class 9163 Transit Operator.

Donald M. Rano, 2708 Custodian, 91/E-3, Department of Public Works, Building Repair, 9/23/85. (Calendar Item No. 26) (4)

Action: Return name to list. Not to be employed again by the Department of Public Works.

Janet M. Smith, 1630 Account Clerk, 142/CPE-1, Controller, Payroll and Personnel Services Division, 9/10/85. (Calendar Item No. 21) (4)

Action: Off calendar at the request of Local 790. Ms. Smith to notify the Assistant Secretary when prepared to proceed. Ineligible for any employment with the City and County pending final action by the Commission.

Rebecca E. Smith, 1424 Clerk Typist, 3/CPE-113, Public Utilities Commission, Bureau of Personnel and Training, 8/1/85. (Calendar Item No. 32) (6)

September 16, 1985: Over to the meeting of October 7, 1985 at the request of the Public Utilities Commission.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Helen Stone, 1424 Clerk Typist, 73/CPE-1, Department of Public Health, Bureau of Records and Statistics, 8/2/85. (Calendar Item No. 31) (6)

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Local 790.

September 16, 1985: Over to the meeting of October 7, 1985.

Action: Over to the meeting of October 21, 1985.

Charlesetta Talley, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Balboa High School, 6/28/85. (Calendar Item No. 34) (6)

September 16, 1985: Over to the meeting of October 7, 1985 at the request of Ms. Talley's mother.

Action: Over to the meeting of October 21, 1985 at the request of Ms. Talley's mother.

Cornet M. Tanner, 9131 Station Agent, 37/E-1, Public Utilities Commission, San Francisco Municipal Railway, 8/3/85. (Calendar Item No. 33) (6)

September 16, 1985: Over to the meeting of October 7, 1985 at the request of the Public Utilities Commission.

Action: Off calendar at the request of the Public Utilities Commission.

Miguel Telleria, 2585 Health Worker I, 4/E-2, Department of Public Health, Newcomer's Program, 9/10/85. (Calendar Item No. 25) (4)

Action: Over to the meeting of October 21, 1985.

Raymond Tsang, 9163 Transit Operator, 98/E-116, Public Utilities Commission, San Francisco Municipal Railway, 9/3/85. (Calendar Item No. 27) (4)

Action: Off calendar at the request of the Transport Workers' Union. Mr. Tsang to notify the Assistant Secretary when prepared to proceed. Ineligible for any employment with the City and County pending action by the Commission.

ADJOURNMENT

The Civil Service Commission adjourned its meeting in honor of Ms. Mary Agnes O'Donnell's 94th birthday.

= Calendar - Action Items

SF
C65
*E
10/2/1

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 21, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Munson (Items Missed: Minutes, 4, 5, 6, 6A, 7, 11,
12, 13, 14, 15, 16, 17, 19, 19A)
Commissioner Powell

Excused: Commissioner Texidor del Portillo

Commissioner Lee presided.

MINUTES: Regular Meeting of October 7, 1985

Action: Approve.

CLASSIFICATION MATTERS

1166-85 Establishment of a classification series of Project Managers.
(Calendar Item No. 13)

Action: Adopt staff report.

1. Establish four new classifications of:
 - 5502 Project Manager I (\$1791B1/91)
 - 5504 Project Manager II (\$2072B2072)
 - 5506 Project Manager III (\$245882458)
 - 5508 Project Manager IV (\$2846B2846)
 2. Adopt class specification for the Project Manager series as detailed in the staff report.
 3. Advise the following Departments: Airport, Public Utilities Commission, Clean Water, Public Works, Port and Municipal Railway of the adoption and use of the Project Manager classification series subject to compliance with the requirements specified in the staff report.

1176-85 Review of request for approval of proposed personal services contract. (Calendar Item No. 10)

NUMBER DEPARTMENT CONTRACTOR

175-85/86 Public Utilities Booz-Allen & Hamilton
Commission

September 16, 1985: Contract 175-85/86 over to the meeting of October 7, 1985 at the request of Local 21.

October 7, 1985: Over to the meeting of 10/21/85.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

- 1189-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 11)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
207-85/86	Public Health	Arnaldo Solis, M.D.
October 7, 1985:	Contract 207-85/86 over to the meeting of October 21, 1985.	
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

- 1193-85 Request to utilize one position in Class 9748 Staff Assistant VIII, Special Project in the Department of Public Health. (Calendar Item No. 12)

October 7, 1985: Over to the meeting of October 21, 1985

Action: Adopt staff report. Approve the use of one position in Class 9748 Staff Assistant VIII, Special Project in the Department of Public Health to employ an Executive Assistant to the Director, Department of Public Health for a one (1) year period of time.

- 1201-85 Classification of positions in various City departments. (Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Library	1	3632 Librarian II (Sch. 50.2 \$1067B1291)	Same
S.F. Community College District	1	1650 Accountant (Sch. 43.3 \$769B929)	1652 Senior Accountant (Sch. 47.3 \$929B1125)
	1	1426 Senior Clerk Typist (Sch. 40.2 \$664B803)	Same
Public Library	1	A644 Multi-Media Technician (J, \$989B1197)	Establish Class 1771 Media Production Specialist (Sch. 48.6 J \$989B1197)
Public Works	1	1273 Director of Personnel and Staff Development (Z, Sch. 60.8 \$1773B2156)	Same
	1	2716 Custodial Assistant Supervisor (Sch. 40.9 \$688B830)	Same
	1	2978 Contract Compliance Officer II (Z, Sch. 59.8 \$1690B2053)	Same
	2	5268 Architect (Z, Sch. 57.0 \$1477B1791)	Same

CLASSIFICATION MATTERS (cont.)

1201-85
(cont.)

<u>Department</u>	No. Pos.	Budgeted Class and Rate	Recommended Class
Assessor	4	A730 Senior Assessment Clerk (Sch. 40.9 \$688B830)	Establish Class 4203 Senior Assessment Clerk (Sch. 40.9 \$688B830)
Public Health/ San Francisco General Hospital	5	2427 Radiologic Technologist III (Sch. 47.6 \$943B1141)	Same
Public Health/ Laguna Honda Hospital	27	2302 Orderly (Sch. 41.1 \$694B838)	Same
	15	2312 Licensed Vocational Nurse (Sch. 42.5 \$742B895)	Same

Action: Adopt staff report.

1202-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
236-85/86	District Attorney	Antioch College
237-85/86	Port	Holzmueller Corporation
238-85/86	Registrar of Voters	James MacLam
239-85/86	Registrar of Voters	Data General Corporation
240-85/86	Registrar of Voters	The Integral Difference
241-85/86	Real Estate	Myron Demolition and Excavation
242-85/86	Controller	Adia Personnel Services
243-85/86	Controller	Arthur Andersen and Company
244-85/86	CAO	San Francisco Community Recyclers and Independent Paper Stock
245-85/86	CAO	Sullivan and Associates Graphic Design
246-85/86	Public Utilities Commission	Information Systems Associates
247-85/86	Public Works	San Jose State University Foundation/MLML
248-85/86	Public Health	St. Mary's Hospital and Medical Center, McAuley Institute
249-85/86	Public Health	Logical System Solutions, Inc.
250-85/86	Sheriff	Ruth Morgan
251-85/86	Public Works	SMP Architects, S.F.

CLASSIFICATION MATTER (cont.)

1202-85
(cont.)

	<u>NAME</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
	252-85/86	Public Works	William Broenkow
	253-85/86	City Planning	Center for Environmental Change aka Community Design Center
	254-85/86	Public Health	Center for Human Development
	255-85/86	Public Health	Francisco Camplis
	256-85/86	Public Health	Guillermo Bernal, Ph.D.
	257-85/86	Public Health	Armando Cabrera
	258-85/86	Public Health	Ena Gutierrez
	259-85/86	Public Health	Viviana Martinez
	260-85/86	Public Health	Roger Calderon

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

EXAMINATION MATTERS

3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 15)

May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Transport Workers Union.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Transport Workers Union.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.

July 22, 1985: Over to the first meeting in October at the request of the Transport Workers Union.

October 7, 1985: Over to the meeting of October 21, 1985 at the request of the Transport Workers Union.

Action: Over to the meeting of November 4, 1985 at the request of the Transport Workers Union.

3228-85 Appeals of denial of protest of qualifications of eligibles on the tentative eligible list for Class 9222 Airport Operations Coordinator. (Calendar Item No. 9)

August 26, 1985: Over to the meeting of September 16, 1985 at the request of the appellants.

September 16, 1985: Over to the meeting of October 7, 1985 at the request of the appellants' attorney.

October 7, 1985: Over to the meeting of October 21, 1985 at the request of the appellants' attorney.

Action: Adopt staff report; deny appeals.

EXAMINATION MATTERS (cont.)

- 3294-85 Requests for reconsideration of action on appeals in the Appraisal of Qualifications section of the Management Assistant/Administrative Analyst series of examinations. (Calendar Item No. 19A)
- Action: Over to the meeting of November 4, 1985.
- 3391-85 Appeal of disqualification for Classes Q-50 Sergeant and Q-35 Assistant Inspector candidate pools by Timothy A. Foley. (Calendar Item No. 17)
- October 7, 1985: Over to the meeting of October 21, 1985 at the request of Mr. Foley's attorney.
- Action: Off calendar pending receipt of advice from the City Attorney.
- 3394-85 Appeal of disqualification for Classes Q-50 Sergeant and Q-35 Assistant Inspector candidate pools by Judith A. Hardiman. (Calendar Item No. 18)
- October 7, 1985: Over to the meeting of October 21, 1985.
- Action: Deny staff report; grant appeal of Judith A. Hardiman; find qualified in these examinations for Class Q-50 Sergeant and Q-35 Assistant Inspector.
- 3439-85 Appeal of rejection for Class 8304 Deputy Sheriff by Joseph L. Valerio. (Calendar Item No. 16)
- Action: Sustain disqualification of Joseph L. Valerio by the Sheriff.
- IN-SERVICE MATTERS
- 4778-85 Review of Memorandum with the Airports Commission establishing a Decentralized Personnel Unit at the San Francisco International Airport. (Calendar Item No. 6A)
- September 17, 1979: Approve Memorandum of Understanding.
- November 5, 1979: Over to the meeting of November 19, 1979.
- November 19, 1979: Over to the meeting of December 17, 1979.
- December 17, 1979: Over to the meeting of January 7, 1980.
- January 7, 1980: Off calendar.
- August 12, 1985: Calendar the Memorandum of Understanding with the Airports Commission for review at the meeting of September 16, 1985.
- August 26, 1985: The Civil Service Commission requests the Airports Commission to submit a report on the matter of continuing to delegate examination functions to the Decentralized Personnel Unit at the Airport; all new announcements and examinations will be held in abeyance; this item will be calendared for a hearing before the Civil Service Commission in October, 1985.

IN-SERVICE MATTERS (cont.)

4778-85

(cont.) September 16, 1985: Off calendar pending receipt of report from the Airports Commission.

Action: Off calendar pending completion of review and investigation of certain personnel practices and procedures at San Francisco International Airport authorized by the Civil Service Commission at its meeting of October 21, 1985. This item to be recalendared simultaneously with the report of that review and investigation.

4870-85

Appeal of staff decision of denial of request for "Status Grant" permanent appointment for Louis Fort. (Calendar Item No. 19)

Action: Over to the meeting of November 4, 1985 at the request of the Retirement System.

4889-85

Request for extension of temporary holdover rights for various employees in Classes 3204 Swimming Pool Cashier Clerk and 3208 Pool Lifeguard. (Calendar Item No. 6)

Action: Adopt staff report.

4890-85

Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center. (Calendar Item No. 14)

August 12, 1985:

Commissioner Carlota Texidor del Portillo reported that on July 30, 1985 she had visited San Francisco General Hospital Medical Center in an attempt to verify the accuracy of the recent report on bilingual assignments at San Francisco General Hospital Medical Center previously provided by the Department of Public Health and had found on the work shift she audited that certain persons indicated in the report as being assigned to specific work stations were not on duty or were unknown and that there was staff confusion over the availability of bilingual resources in the event of emergency. The Commission directed that the Secretary send a letter to the Health Commission requesting 1) an explanation for the discrepancy between the report and the results of this audit and 2) that monthly reports from the Department of Public Health be the bilingual position, the name of the person, the work shift, and the specific duty assignment. The Commission directed that the Civil Service Commission staff regularly and frequently audit these reports.

The Commission stipulated that future failure to adequately staff the San Francisco General Hospital Medical Center with bilingual personnel would result in the preferral of charges for dismissal pursuant to Charter Section 8.341 and/or revocation of certain limited tenure authority and/or termination of personnel requisitions.

IN-SERVICE MATTERS (cont.)

4890-85
(cont.)

The Commission further ordered that this matter be recalendared for the next meeting of August 26, 1985

- August 26, 1985: Over to the meeting of September 16, 1985 at the request of the Health Commission due to late receipt of the correspondance from the Civil Service Commission.
- September 16, 1985: Over to the meeting of October 21, 1985 at the request of the Health Commission.
- Action: Over to the meeting of November 18, 1985 at the request of Civil Service Commission staff.

General Manager's Report. (Calendar Item No. 7)

Status of Limited Tenure Appointments.

- Action: Over to the meeting of November 4, 1985. All current limited tenure appointments continue in effect pending final action on this matter.

SPECIAL ORDER OF BUSINESS

The Civil Service Commission authorized the General Manager, Personnel to conduct a review of the examination and promotion procedures for management-level positions at the San Francisco International Airport and to investigate the complaints regarding personnel practices at the San Francisco International Airport lodged by protestants of the Class 9222 Airport Operations Coordinator tentative eligible list on October 21, 1985.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 21, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Alganesh Andemariam, 2320 Registered Nurse, 5/E-697, Department of Public Health, San Francisco General Hospital Medical Center, 10/7/85. (Calendar Item No. 22) (4)

Action: Dismiss from the Service. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

George Byas, 9163 Transit Operator, 146/E-116, Public Utilities Commission, San Francisco Municipal Railway, 7/19/85. (Calendar Item No. 23) (2)

August 26, 1985: Off calendar at the request of the Transport Workers Union.

Action: No future employment in any capacity involving the operation of a motor vehicle.

Patricia Chavez, 8320 Counselor, 21/CPE-2, Juvenile Court, Juvenile Hall, 5/20/85. (Calendar Item No. 25) (6)

June 24, 1985: Over to the meeting of July 8, 1985 at Ms. Chavez's request.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of Juvenile Court.

July 22, 1985: Over to the meeting of August 26, 1985 at Ms. Chavez's request.

August 26, 1985: Over to the meeting of October 7, 1985 at request of Ms. Chavez's attorney.

October 7, 1985: Over to the meeting of October 21, 1985 at the request of Ms. Chavez's attorney. The Commission stipulated that this will be the final continuance.

Action: Over to the meeting of November 4, 1985. The Commission stipulated that no further requests for continuance would be granted.

Robert Alonzo Clark, 2140 Hospital Administrative Assistant, LT, Department of Public Health, San Francisco General Hospital Medical Center, 7/10/85. (Calendar Item No. 27) (6)

September 16, 1985: Over to the meeting of October 7, 1985 at the request of Mr. Clark's attorney.

October 7, 1985: Over to the meeting of October 21, 1985 at the request of Mr. Clark's attorney.

Action: Over to the meeting of November 4, 1985 at the request of Mr. Clark's attorney.

Ora Lee Curtis, 2428 Supervising Radiologic Technician I, 8/P-2, Department of Public Health, San Francisco General Hospital Medical Center, 8/23/85. (Calendar Item No. 33) (7)

September 16, 1985: Over to the meeting of October 21, 1985 at the request of Ms. Curtis' attorney.

Action: Off calendar at the request of the employee's representative. Ms. Curtis to notify the Assistant Secretary when prepared to proceed. Ineligible for any future employment with the City and County pending final resolution of this matter by the Civil Service Commission.

Patricia Dominguez, 1650 Accountant, 22/E-40, San Francisco Unified School District, Children's Centers, 8/19/85. (Calendar Item No. 29) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Barbara Griffin, 2736 Porter, 70/E-51, Department of Public Health, Laguna Honda Hospital, 9/24/85. (Calendar Item No. 34) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Lemuel S. Jackson, 9163 Transit Operator, 257-E-116, Public Utilities Commission, San Francisco Municipal Railway, 8/19/85. (Calendar Item No. 24) (2)

September 16, 1985: Off calendar at the request of the Public Utilities Commission.

Action: Off calendar at the request of the Transport Workers Union. Mr. Jackson or his representative to contact the Assistant Secretary when prepared to proceed. Ineligible for any future employment with the City and County pending final resolution of this matter by the Civil Service Commission.

Michael McKenna, 8440 Probation Officer, 9/P-2, Juvenile Court, Probation Services, 10/4/85. (Calendar Item No. 32) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Juvenile Court.

Wayne R. Nowell, 7530 Street Cleaner, 4/E-8, Department of Public Works, Street Cleaning, 9/25/85. (Calendar Item No. 36) (7)

Action: Future employment with the Department of Public Works subject to satisfactory completion of a recognized rehabilitation program and approval of the General Manager, Personnel. This restriction to remain in effect for one (1) year unless the General Manager, Personnel determines otherwise. No other restrictions.

Constantino D. Peralta, 1424 Clerk Typist, 2/CPE-64, Department of Social Services, 9/10/85. (Calendar Item No. 31) (6)

Action: Over to the meeting of November 4, 1985 due to non-appearance.

Helen Stone, 1424 Clerk Typist, 73/CPE-1, Department of Public Health, Bureau of Records and Statistics, 8/2/85. (Calendar Item No. 26) (6)

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Local 790.

September 16, 1985: Over to the meeting of October 7, 1985.

October 7, 1985: Over to the meeting of October 21, 1985.

Action: Over to the meeting of November 4, 1985. Special Order of Business to be heard at 2 P.M.

Charlesetta Talley, 1426 Senior Clerk Typist, LT, San Francisco Unified School District, Balboa High School, 6/28/85. (Calendar Item No. 28) (6)

September 16, 1985: Over to the meeting of October 7, 1985 at the request of Ms. Talley's mother.

October 7, 1985: Over to the meeting of October 21, 1985 at the request of Ms. Talley's mother.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Miguel Telleria, 2585 Health Worker I, 4/E-2, Department of Public Health, Newcomer's Program, 9/10/85. (Calendar Item No. 21) (4)

October 7, 1985: Over to the meeting of October 21, 1985.

Action: Dismiss from the Service. Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Department of Public Health. Future employment subject to medical clearance by a physician designated by the Commission.

Lawrence Temple, 2708 Custodian, 111/E-2, San Francisco Community College District, Centers Division, 8/21/85. (Calendar Item No. 35) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Community College District.

Gertrude Thomasson, 2736 Porter, 20/E-54, Department of Public Health, San Francisco General Hospital Medical Center, 9/3/85. (Calendar Item No. 30) (6)

Action: Future employment in the Department of Public Health subject to satisfactory completion of one (1) year of satisfactory work experience in or out of the City and County Service and the approval of the General Manager, Personnel. No other restrictions.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - NOVEMBER 4, 1985

PART I - 2:00 P.M.

Present: Commissioner Lee
Commissioner Powell
Commissioner Texidor del Portillo

Excused: Commissioner Gloyd
Commissioner Munson

Commissioner Lee presided.

MINUTES: Regular Meeting of October 21, 1985

Action: Approve.

ANNOUNCEMENTS:

The Commission announced that it will hold a Special Meeting on Monday, November 18, 1985 at 6 P.M. in Room 282 City Hall to consider protests regarding the writing test component of the examination for Class Q-35 Assistant Inspector and Class Q-50 Sergeant, San Francisco Police Department. This Special Meeting will be held following the Commission's regular November 18 meeting which will begin at 1 P.M. instead of 2 P.M. and which will be adjourned no later than 5 P.M.

CLASSIFICATION MATTERS

1208-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
261-85/86	Public Health	Visiting Nurses Association
262-85/86	Public Health	Coalition for the Medical Rights of Women
263-85/86	Public Health	Irwin Memorial Blood Bank
264-85/86	Public Health	International Institute Newcomer's Program
265-85/86	Public Health	H.H. Brady, D.D.S.
266-85/86	Public Health	Bayview/Hunters Point Foundation
267-85/86	Public Health	Family Residency Services/UCSF/SFGH
268-85/86	Controller	Tim Meager & Associates, Inc.
269-85/86	Public Works	Henry L. Chapot & Associates
270-85/86	Public Works	Henry L. Chapot & Associates
271-85/86	Public Works	Henry L. Chapot & Associates
272-85/86	Public Works	Marquis Associates
273-85/86	Public Works	Warren Industries
274-85/86	Public Works	Pacific Coast Crane Company

CLASSIFICATION MATTERS (cont.)1208-85
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
275-85/86	Public Works	A. Russel Flegal Ph.D.
276-85/86	Public Utilities Commission	Robert Hicks
277-85/86	Public Works	Barcelon & Jang
278-85/86	Public Works	Bechtel National Inc.
279-85/86	CAO	John Pound
280-85/86	CAO	Nan Hoenstine
281-85/86	CAO	Ralph Reiter
282-85/86	Public Works	S.F. Design Resource Center
283-85/86	Sheriff	Frank McMahan
284-85/86	Sheriff	Raymond Roberts
285-85/86	CAO	Sign Language
286-85/86	Controller	The Computer Resources Group
287-85/86	Controller	GE Consulting Services
288-85/86	Public Health	Anshen and Allen

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1211-85 Classification of positions in various City departments.
(Calendar Item No. 5)

<u>Department</u>	No. <u>Pos.</u>	Budgeted Class <u>and Rate</u>	Recommended <u>Class</u>
District Attorney—Family Support Bureau	1	1874 Senior Programmer Analyst (Sch. 53.5 \$1249B1513)	Same
S.F. Unified School District	1	1650 Accountant (Sch. 43.3 \$769B929)	1652 Senior Accountant (Sch. 47.3 \$929B1125)

Action: Adopt staff report.

COMPENSATION MATTERS

2319-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 6)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
John Martin 9255 Airport Economic Planner	Airport	5	5

COMPENSATION MATTERS (cont.)

2319-85
(cont.)

<u>NAME</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Alec Bash 5263 Planner V	City Planning	5	off calendar
Lucien Blazej 5263 Planner V	City Planning	5	off calendar
Robin Jones 5263 Planner V	City Planning	5	off calendar
Daniel Sullivan 5263 Planner V	City Planning	5	off calendar
Amit Ghosh 5263 Planner V	City Planning	2	off calendar
Yolanda Vega 1426 Senior Clerk Typist	Community Development	3	3
Patricia Cosio 1446 Senior Clerk Stenographer	Fire	5	5
Charles Stolpe 8176 Trial Attorney	Public Defender	5	5
Oscar Rivas 1202 Personnel Clerk	Public Health	4	4
Stephen Yu 2490 Public Health Clinical Toxicologist	Public Health	5	5
George White 5192 Assistant to Director of Public Works	Public Works	2	2
James Harrigan 8178 Senior Attorney	Sheriff	5	5

Action: 1. Requests from the Department of City Planning (re Alec Bash, Lucien Blazej, Robin Jones, Daniel Sullivan, and Amit Ghosh) off calendar at the request of Local 21.

2. Adopt staff report on all other requests.

2320-85 Requests for Supervisory Differential Adjustments as provided by Section IV.F of the Salary Standardization Ordinance.
(Calendar Item No. 7)

Action: 1. Requests from the San Francisco Police Department (re Denise Cannonier) and San Francisco Unified School District (re Shirley Black) off calendar.

2. Adopt staff report on all others; approve Supervisory Differential Adjustments; notify departments accordingly.

EXAMINATION MATTERS

3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 15)

May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Transport Workers Union.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Transport Workers Union.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.

July 22, 1985: Over to the first meeting in October at the request of the Transport Workers Union.

October 7, 1985: Over to the meeting of October 21, 1985 at the request of the Transport Workers Union.

October 21, 1985: Over to the meeting of November 4, 1985 at the request of the Transport Workers Union.

Action: Over to the meeting of December 2, 1985 at the request of the Transport Workers Union. The Commission stipulated that it will not grant a further continuance.

3294-85 Appeals of staff's decision on appeals in the Appraisal of Qualifications section of the Management Assistant/Administrative Analyst series of examinations. (Calendar Item No. 18)

October 21, 1985: Over to the meeting of November 4, 1985.

Action: Over to the meeting of November 18, 1985 at the request of the General Manager, Personnel for further research and report. This item will be considered as a Special Order of Business at 1 P.M.

3602-85 Appeal of staff decision on appeals of the provisions of the examination announcement for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer. (Calendar Item No. 8)

Action: Over to the meeting of November 18, 1985.

3607-85 Appeals of staff's denial in the oral qualifications interview for Class 1244 Senior Personnel Analyst (Departmental Administration). (Calendar Item No. 16)

Action: Adopt staff report; deny appeals of Steven Higa and Gabriel Karol.

3612-85 Appeals of staff's decision on protest on ratings in the examination for Classes H-6 Investigator and H-30 Captain, San Francisco Fire Department. (Calendar Item No. 17)

Action: 1. In the examination for Class H-30 Captain, San Francisco Fire Department: deny appeal of Richard Elb.

EXAMINATION MATTERS (cont.)

3612-85
(cont.)

2. In the examination for Class H-6 Investigator, San Francisco Fire Department: the appeal of H. Brendan O'Leary over to the meeting of November 18, 1985. Refer to staff for further review and report.

IN-SERVICE MATTERS

4777-85 Proposed amendment to Civil Service Commission Rule 27 - Temporary Exchanges for Training Purposes. (Calendar Item No. 9)

September 16, 1985: Post for adoption at the meeting of October 7, 1985.

October 7, 1985: Off calendar pending completion of the meet and confer/consultation process.

Action: Adopt.

4870-85 Appeal of staff decision of denial of request for "Status Grant" permanent appointment for Louis Fort. (Calendar Item No. 13)

October 21, 1985: Over to the meeting of November 4, 1985 at the request of the Retirement System.

Action: Over to the meeting of November 18, 1985 at the request of Local 790.

4934-85 Proposed amendment of Section 16.9-25 of the Administrative Code - Prohibiting Sexual Harassment of City Employees. (Calendar Item No. 14)

Action: Over to the meeting of November 18, 1985.

General Manager's Report. (Calendar Item No. 10)

1. Status of Limited Tenure Appointments.

October 21, 1985: Over to the meeting of November 4, 1985.
All current limited tenure appointments continue in effect pending final action on this matter.

Action: Approve the extension of limited tenure authority through June 30, 1986.

2. Status of Senior Management Service - Administrator/Manager Series Classification Survey.

Action: Over to the meeting of November 18, 1985.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - NOVEMBER 4, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Patricia Chavez, 8320 Counselor, 21/CPE-2, Juvenile Court, Juvenile Hall, 5/20/85. (Calendar Item No. 24) (6)

- June 24, 1985: Over to the meeting of July 8, 1985 at Ms. Chavez's request.
- July 8, 1985: Over to the meeting of July 22, 1985 at the request of Juvenile Court.
- July 22, 1985: Over to the meeting of August 26, 1985 at Ms. Chavez's request.
- August 26, 1985: Over to the meeting of October 7, 1985 at request of Ms. Chavez's attorney.
- October 7, 1985: Over to the meeting of October 21, 1985 at the request of Ms. Chavez's attorney.
- October 21, 1985: Over to the meeting of November 4, 1985. The Commission stipulated that no further requests for continuance would be granted.
- Action: Off calendar. Refer to the Civil Service Commission Equal Employment Opportunity Unit for investigation.

Ronald Chism, 2310 Operating Room Technician, 14/E-6, Department of Public Health, San Francisco General Hospital Medical Center, 9/16/85. (Calendar Item No. 28) (6)

- Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Robert Alonzo Clark, 2140 Hospital Administrative Assistant, LT, Department of Public Health, San Francisco General Hospital Medical Center, 7/10/85. (Calendar Item No. 25) (6)

- September 16, 1985: Over to the meeting of October 7, 1985 at the request of Mr. Clark's attorney.
- October 7, 1985: Over to the meeting of October 21, 1985 at the request of Mr. Clark's attorney.

October 21, 1985: Over to the meeting of November 4, 1985 at the request of Mr. Clark's attorney.

Action: Off calendar at the request of Mr. Clark's attorney. Mr. Clark or his representative to contact the Assistant Secretary when prepared to proceed. Ineligible for any future employment with the City and County pending final resolution of this matter by the Civil Service Commission.

Graciano de la Cruz, Jr., 9163 Transit Operator, 234/E-107, Public Utilities Commission, San Francisco Municipal Railway, 10/19/85. (Calendar Item No. 30) (7)

Action: No future employment as a Transit Operator.

Willie Gatlin, 9163 Transit Operator, 146/E-115, Public Utilities Commission, San Francisco Municipal Railway, 10/3/85. (Calendar Item No. 21) (3)

Action: Off calendar at the joint request of the Transport Workers Union and the Public Utilities Commission.

John Jamieson, 9110 Fare Collections Receiver, 8/E-3, Public Utilities Commission, Bureau of Finance, 7/19/85. (Calendar Item No. 29) (7)

Action: No future employment with the City and County of San Francisco.

Guillermo E. Maza, 9163 Transit Operator, LT, Public Utilities Commission, San Francisco Municipal Railway, 12/6/84. (Calendar Item No. 20) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Constantino D. Peralta, 1424 Clerk Typist, 2/CPE-64, Department of Social Services, 9/10/85. (Calendar Item No. 26) (6)

October 21, 1985: Over to the meeting of November 4, 1985 due to non-appearance.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Aricio Ribano, 1650 Accountant, 41/E-38, San Francisco Unified School District, School Operations, 9/23/85. (Calendar Item No. 27) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Bill Schalch, 7345 Electrician, 54/E-16, Department of Public Works, Bureau of Building Repair, 10/7/85. (Calendar Item No. 22) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Helen Stone, 1424 Clerk Typist, 73/CPE-1, Department of Public Health, Bureau of Records and Statistics, 8/2/85. (Calendar Item No. 12) (6)

August 26, 1985: Over to the meeting of September 16, 1985 at the request of Local 790.

September 16, 1985: Over to the meeting of October 7, 1985.

October 7, 1985: Over to the meeting of October 21, 1985.

October 21, 1985: Over to the meeting of November 4, 1985. Special Order of Business to be heard at 2 P.M.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Julie Velasco, 2940 Child Welfare Worker, 52/E-46, Department of Social Services, Family and Children Services, 9/25/85. (Calendar Item No. 23) (4)

Action: Return name to list under waiver until successful completion of two graduate-level courses approved by the Department of Social Services and review and approval of the General Manager, Personnel.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - NOVEMBER 18, 1985

PART I - 2:00 P.M.

Commissioner Lee presided.

MINUTES: Regular Meeting of November 4, 1985

Action: Approve.

ANNOUNCEMENTS:

The Commission announced that it will hold a Special Meeting on Monday, November 25, 1985 at 2 P.M. to conclude consideration of the appeals in the Administrative Analyst/Management Assistant series of examinations. Location to be announced.

CLASSIFICATION MATTERS

1215-85 Review of requests for approval of proposed personal services contracts ("Short-Doyle" type). (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
289-85/86	Public Health	St. Francis Memorial Hospital
290-85/86	Public Health	Alpha Omega, Inc.
291-85/86	Public Health	Community Advisory Board, District V Health & Mental Health Services, Inc.
292-85/86	Public Health	Children's Home Society of California

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1216-85 Classification of positions in various City departments.
(Calendar Item No. 8A)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Library	1	3616 Library Technical Assistant I (Sch. 42.9 \$755B912)	Same
S.F. Community College District	1	1233 Affirmative Action Specialist (Sch. 49.8 \$1047B1267)	Same
	2	1220 Payroll Clerk (Sch. 42.6 \$745B899)	1222 Senior Payroll and Personnel Clerk (Sch. 44.6 \$818B989)

CLASSIFICATION MATTERS (cont.)

1216-85
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
S.F. Unified School District	1	9976 Community Relations Specialist, SFUSD (Sch. 41.5 \$707B854)	Same

Action: Adopt staff report.

1217-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
293-85/86	Airport	Bernard A. Vallerga, Inc.
294-85/86	Airport	Greig W. Harvey
295-85/86	CAO	Deborah Hansen
296-85/86	CAO	Resource Conservation Consultants
297-85/86	CAO	Jim Rivaldo & Associates
298-85/86	CAO	Business Development, Inc.
299-85/86	CAO	Colon & Rossetti Communication Arts
300-85/86	CAO	Maureen O'Rourke Advertising and Publicity
301-85/86	Public Works	Geomatrix Consultants, Inc.
302-85/86	Public Utilities Commission	U.C. Berkeley Work-Study Program
303-85/86	Public Health	Weissburg & Aronson
304-85/86	Public Health	Lincourt, Lewin
305-85/86	Public Health	Family Service Agency
306-85/86	Public Health	Mt. Zion Hospital & Medical Center
307-85/86	Public Health	S.F. Advisory Committee on Drug Abuse
308-85/86	Public Health	Bell & Howell Company
309-85/86	Public Utilities Commission	Stan Dennison
310-85/86	Public Utilities Commission	Wilbur Smith & Associates
311-85/86	Superior Court	Robert A. Foy
312-85/86	Controller	Precision Writing
313-85/86	Controller	Data Directions
314-85/86	Controller	Metasys, Inc.
315-85/86	Public Works	CH2M Hill, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1221-85 Classification of five budgeted positions in the new class of 2620 Food Service Manager, Department of Public Health.
(Calendar Item No. 6)

Action: Adopt staff report.

1. Establish new classification of 2620 Food Service Manager at Salary Schedule J,Z 51.9 \$1158B1401. Class specification as detailed in the staff report.
2. Allocate five positions approved in the 1985/86 Budget as A634 Food Service Manager (Sch. J \$1158B1401) to Class 2620 Food Service Manager.
3. Amend Section 86-01-00 of the Annual Salary Ordinance administratively.

1224-85 Request to classify one position and amend the specification of Class 1160 Assistant Director of Purchasing and Services.
(Calendar Item No. 8B)

Action: Over to the meeting of December 2, 1985 at the request of Mr. Robert Tecco.

EXAMINATION MATTERS

3294-85 Appeals of staff decision on protests in the Appraisal of Qualifications section of the Management Assistant/Administrative Analyst series of examinations. (Calendar Item No. 9)

October 21, 1985: Over to the meeting of November 4, 1985.

November 4, 1985: Over to the meeting of November 18, 1985 at the request of the General Manager, Personnel for further research and report. This item will be considered as a Special Order of Business at 1 P.M.

- Action:
1. Appeal of Mary Pascual off calendar.
 2. Adopt addendum staff report.
 - A. Find appellants in Class 1829 Operations Analyst qualified on the basis of the relationship of this classification to the subject Administrative Analyst/Management Assistant series.
 - B. Grant appeals of the following individuals for the examinations indicated:

Mary Randall	1822/1844
Beyene Negewo	1822/1844
Walter Maciak	1822/1844

Anthony Nicco	1842
Mohini Mirchandani	1842

Richard Rothman	1820/1840
Dennis Young	1820/1840
Ralph Mistler	1820/1840

3. Deny appeals of the following individuals for the examinations indicated:

Kersti Abrams	1840
Luis Adona	1822/1844

EXAMINATION MATTERS (cont.)

3294-85
(cont.)

Daniel Billings	1822/1844
Diana Buchbinder	1822/1844
Robert Caldwell	1840
Chung Kwong Chan	1820/1840
Peter Der	1822/1844
John Faer	1820/1840
Peter Fries	1822/1842/1844
Kevin Hockersmith	1820/1840
Dorothy Jaymes	1842
Mohini Mirchandani	1822/1844
Anthony Nicco	1822/1844
Norman Smith	1822/1842/1844

4. Grant appeals of the following individuals for the examinations indicated:

Diana Buchbinder	1842
Dorothy Jaymes	1820/1840
Janet Kempis	1822/1844
Pam Levesque	1822/1844

5. The appeals of the following individuals for the examinations indicated over to the Special Meeting of November 25, 1985:

Leila Merchantani	1820/1840
Ralph Mistler	1822/1842/1844
Frances Nye	1820/1822/1840/1842/1844
John O'Dowd	1822/1842/1844
Gregory Juren	1822/1842/1844
Richard Rothman	1822/1842/1844
Mabel Sha	1820/1822/1840/1842/1844
Harry (Pablo) Tellez	1822/1844
Bert Webb	1820/1822/1840/1842/1844
Anna Wong	1840/1842
Dennis Young	1822/1842/1844
Annette Wire	1820/1840

3602-85 Appeal of staff decision on protests of the provisions of the examination announcement for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer. (Calendar Item No. 13)

November 4, 1985: Over to the meeting of November 18, 1985.

Action: Over to the meeting of December 2, 1985 at the request of Local 21.

3612-85 Appeal of staff decision on protests of ratings in the examination for Classes H-6 Investigator and H-30 Captain, San Francisco Fire Department. (Calendar Item No. 12)

November 4, 1985: 1. In the examination for Class H-30 Captain, San Francisco Fire Department: deny appeal of Richard Elb.

2. In the examination for Class H-6 Investigator, San Francisco Fire Department: the appeal of H. Brendan O'Leary over to the meeting of November 18, 1985. Refer to staff for further review and report.

Action: Adopt staff report; deny appeal of H. Brendan O'Leary.

IN-SERVICE MATTERS

- 4870-85 Appeal of staff decision of denial of request for "Status Grant" permanent appointment for Louis Fort. (Calendar Item No. 8)
- October 21, 1985: Over to the meeting of November 4, 1985 at the request of the Retirement System.
- November 4, 1985: Over to the meeting of November 18, 1985 at the request of Local 790.
- Action: Over to the meeting of December 2, 1985 at the request of staff.
- 4890-85 Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center. (Calendar Item No. 7)
- Action: Over to the meeting of December 2, 1985 at the request of staff.
- 4934-85 Proposed amendment of Section 16.9-25 of the Administrative Code - Prohibiting Sexual Harassment of City Employees. (Calendar Item No. 10)
- November 4, 1985: Over to the meeting of November 18, 1985.
- Action: Adopt staff report; forward proposed amendment to the Board of Supervisors.
- 4970-85 Addendum to Civil Service Commission's Affirmative Action Plan to increase representation of women in non-traditional employment within City and County of San Francisco. (Calendar Item No. 11)
- Action: Over to the meeting of December 2, 1985 at the request of staff.
- General Manager's Report. (Calendar Item No. 14)
- Status of Senior Management Service - Administrator/Manager Series Classification Survey.
- November 4, 1985: Over to the meeting of November 18, 1985.
- Action: Over to the meeting of December 2, 1985.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - NOVEMBER 18, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

TERMINATION OF PROMOTIVE PROBATIONARY APPOINTMENT

Maurice M. Custodio, 1408 Principal Clerk, 46/P-5, Board of Permit Appeals, 10/24/85. (5)

Action: Over to the meeting of December 2, 1985.

A D J O U R N M E N T



Louis Hop Lee
Carlota Texidor del Portillo
Howard S. Gloyd
A. Lee Munson
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING

NOVEMBER 18, 1985

ROOM 282, SECOND FLOOR, CITY HALL

6 P.M.

Present: Commissioner Gloyd (absent during the vote)
Commissioner Lee
Commissioner Munson
Commissioner Powell
Commissioner Texidor del Portillo

Commissioner Lee presided.

EXAMINATION MATTER

3250-85 Appeals of staff denial of protests regarding the writing test component of the examination for Class Q-35 Assistant Inspector and Class Q-50 Sergeant, San Francisco Police Department.
(Calendar Item No. 1)

September 16, 1985: Off calendar.

1. Appoint a Special Committee, Commissioner Texidor del Portillo, Chair and Commissioner Gloyd, to review and investigate the factual matters regarding the appellants' appeals.
2. A Special Meeting to be announced following the Committee's review.

Action:

1. Adopt staff report; deny appeals.
2. Question related to necessity for preparation of formal Findings of Fact and Conclusions of Law over to the Special Meeting of November 25, 1985. City Attorney to be consulted.

Document

City and County of San Francisco



Civil Service Commission

Louis Hop Lee
Carlota Texidor del Portillo
Howard S. Gloyd
A. Lee Munson
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING

November 18, 1985

ROOM 282, SECOND FLOOR, CITY HALL

6 P.M.

EXAMINATION MATTER

- (1) Appeals of staff denial of protests regarding the writing test component of the examination for Class Q-35 Assistant Inspector and Class Q-50 Sergeant, San Francisco Police Department.
(File No. 3250-85)

September 16, 1985: Off calendar.

1. Appoint a Special Committee, Commissioner Texidor del Portillo, Chair and Commissioner Gloyd, to review and investigate the factual matters regarding the appellants' appeals.
2. A Special Meeting to be announced following the Committee's review.

Rec: Adopt staff report; deny appeals.

DOCUMENTS DEPT.

NOV 19 1985

SAN FRANCISCO
PUBLIC LIBRARY

City and County of San Francisco



Civil Service Commission

Louis Hop Lee
Carlota Texidor del Portillo
Howard S. Gloyd
A. Lee Munson
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING

NOVEMBER 18, 1985

ROOM 282, SECOND FLOOR, CITY HALL

6 P.M.

EXAMINATION MATTER

- (1) Appeals of staff denial of protests regarding the writing test component of the examination for Class Q-35 Assistant Inspector and Class Q-50 Sergeant, San Francisco Police Department.
(File No. 3250-85)

September 16, 1985: Off calendar.

1. Appoint a Special Committee, Commissioner Texidor del Portillo, Chair and Commissioner Gloyd, to review and investigate the factual matters regarding the appellants' appeals.
2. A Special Meeting to be announced following the Committee's review.

Rec: Adopt staff report; deny appeals.



Louis Hop Lee
Carlota Texidor del Portillo
Howard S. Gloyd
A. Lee Munson
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING

NOVEMBER 18, 1985

ROOM 282, SECOND FLOOR, CITY HALL

6 P.M.

EXAMINATION MATTER

- (1) Appeals of staff denial of protests regarding the writing test component of the examination for Class Q-35 Assistant Inspector and Class Q-50 Sergeant, San Francisco Police Department.
(File No. 3250-85)

September 16, 1985: Off calendar.

1. Appoint a Special Committee, Commissioner Texidor del Portillo, Chair and Commissioner Gloyd, to review and investigate the factual matters regarding the appellants' appeals.
2. A Special Meeting to be announced following the Committee's review.

Rec: Adopt staff report; deny appeals.

City and County of San Francisco



Civil Service Commission

Louis Hop Lee
Carlota Texidor del Portillo
Howard S. Gloyd
A. Lee Munson
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING

NOVEMBER 18, 1985

ROOM 282, SECOND FLOOR, CITY HALL

6 P.M.

EXAMINATION MATTER

- (1) Appeals of staff denial of protests regarding the writing test component of the examination for Class Q-35 Assistant Inspector and Class Q-50 Sergeant, San Francisco Police Department.
(File No. 3250-85)

September 16, 1985: Off calendar.

1. Appoint a Special Committee, Commissioner Texidor del Portillo, Chair and Commissioner Gloyd, to review and investigate the factual matters regarding the appellants' appeals.
2. A Special Meeting to be announced following the Committee's review.

Rec: Adopt staff report; deny appeals.

City and County of San Francisco



Civil Service Commission

Louis Hop Lee
Carlota Texidor del Portillo
Howard S. Gloyd
A. Lee Munson
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

**General Manager, Personnel
Assistant Secretary**

SPECIAL MEETING

NOVEMBER 25, 1985

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

ROOM 2C, BASEMENT, CITY HALL

2:00 P.M.

Present: Commissioner Lee
Commissioner Powell
Commissioner Texidor del Portillo

Excused: Commissioner Gloyd
Commissioner Munson

Commissioner Lee presided.

ANNOUNCEMENTS

- A. Closed session of November 25, 1985.

The Commission announced that this meeting was canceled due to lack of a quorum.

EXAMINATION MATTERS

- 3250-85 Appeals of staff denial of protests regarding the writing test component of the examination for Class Q-35 Assistant Inspector and Class Q-50 Sergeant, San Francisco Police Department.
(Calendar Item No. 2)

September 16, 1985: Off calendar.

1. Appoint a Special Committee, Commissioner Texidor del Portillo, Chair and Commissioner Gloyd, to review and investigate the factual matters regarding the appellants' appeals.
 2. A Special Meeting to be announced following the Committee's review.

November 18, 1985:

1. Adopt staff report; deny appeals.
 2. Question related to necessity for preparation of formal Findings of Fact and Conclusions of Law over to the Special Meeting of November 25, 1985. City Attorney to be consulted.

No action taken

EXAMINATION MATTER (cont.)

3294-85 Appeals of staff decision on protests in the Appraisal of Qualifications section of the Management Assistant/Administrative Analyst series of examinations. (Calendar Item No. 3)

October 21, 1985: Over to the meeting of November 4, 1985.

November 4, 1985: Over to the meeting of November 18, 1985 at the request of the General Manager, Personnel for further research and report. This item will be considered as a Special Order of Business at 1 P.M.

November 18, 1985: 1. Appeal of Mary Pascual off calendar.

2. Adopt addendum staff report.

A. Find appellants in Class 1829 Operations Analyst qualified on the basis of the relationship of this classification to the subject Administrative Analyst/Management Assistant series.

B. Grant appeals of the following individuals for the examinations indicated:

Mary Randall	1822/1844
Beyene Negewo	1822/1844
Walter Maciak	1822/1844
Anthony Nicco	1842
Mohini Mirchandani	1842
Richard Rothman	1820/1840
Dennis Young	1820/1840
Ralph Mistler	1820/1840

3. Deny appeals of the following individuals for the examinations indicated:

Kersti Abrams	1840
Luis Adona	1822/1844
Daniel Billings	1822/1844
Diana Buchbinder	1822/1844
Robert Caldwell	1840
Chung Kwong Chan	1820/1840
Peter Der	1822/1844
John Faer	1820/1840
Peter Fries	1822/1842/1844
Kevin Hockersmith	1820/1840
Dorothy Jaymes	1842
Mohini Mirchandani	1822/1844
Anthony Nicco	1822/1844
Norman Smith	1822/1842/1844

4. Grant appeals of the following individuals for the examinations indicated:

Diana Buchbinder	1842
Dorothy Jaymes	1820/1840
Janet Kempis	1822/1844
Pam Levesque	1822/1844

5. The appeals of the following individuals for the examinations indicated over to the Special Meeting of November 25, 1985:

Leila Merchantani	1820/1840
Ralph Mistler	1822/1842/1844
Frances Nye	1820/1822/1840/1842/1844
John O'Dowd	1822/1842/1844
Gregory Juren	1822/1844
Richard Rothman	1822/1842/1844
Mabel Sha	1820/1822/1840/1842/1844

EXAMINATION MATTER (cont.)

3294-85
(cont.)

Harry (Pablo) Tellez	1822/1844
Bert Webb	1820/1822/1840/1842/1844
Anna Wong	1840/1842
Dennis Young	1822/1842/1844
Annette Wire	1820/1840

November 25, 1985:

1. Appeal of John O'Dowd off calendar.
2. Deny appeals of the following individuals for the examinations indicated:

Leila Merchantani	1820/1840
Ralph Mistler	1822/1844
Frances Nye	1822/1842/1844
Gregory Juren	1822/1844
Richard Rothman	1822/1842/1844
Mabel Sha	1820/1822/1840/1842/1844
Bert Webb	1822/1842/1844

3. Grant appeals of the following individuals for the examinations indicated:

Ralph Mistler	1842
Frances Nye	1820/1840
Harry (Pablo) Tellez	1822/1844
Bert Webb	1820/1840

4. The appeals of the following individuals for the examinations indicated over to the meeting of December 2, 1985 (Special Order of Business at 2 P.M.):

Dennis Young	1822/1842/1844
Annette Wire	1820/1840
Rose Chow	1820/1822/1840/1842/1844
Anna Wong	1840/1842

SPECIAL ORDER OF BUSINESS

The Commission requested that the staff conduct a feasibility study of enhancing the ability of the Civil Service Commission to electronically communicate much of its information such as job announcements, eligible lists, qualifications, etc.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 2, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd (Items Missed: 24, 25, 29)
Commissioner Lee
Commissioner Munson (Items Missed: Minutes, 4, 5, 6, 7, 8, 9,
16, 17)
Commissioner Powell
Commissioner Texidor del Portillo

Commissioner Lee presided

MINUTES: Regular Meeting of November 18, 1985.
Special Meeting of November 18, 1985.

DOCUMENTS DEPT.

DEC 11 1985

SAN FRANCISCO
PUBLIC LIBRARY

CLASSIFICATION MATTERS

- 1200-85 Establishment of a new class of Apprentice Sheet Metal Worker.
(Calendar Item No. 7)

Action: Adopt staff report.

1. Establish Class 7369 Apprentice Sheet Metal Worker. Class specification as detailed in the staff report.
 2. Establish the rate of pay for Class 7369 as recommended in the staff report.
 3. Amend the Annual Salary Ordinance, Section 90/04/00/0999 to reflect this action.

- 1224-85 Request to classify one position and amend the specification of Class 1160 Assistant Director of Purchasing and Services.
(Calendar Item No. 6)

November 18, 1985: Over to the meeting of December 2, 1985 at the request of Mr. Robert Tecco.

Action: Adopt staff report.

1. Amend the specification for Class 1160 Assistant Director of Purchasing and Services. Class specification as detailed in the staff report.
 2. Allocate one position as approved in the 1985-86 Budget to Class 1160.
 3. Administratively amend the Annual Salary Ordinance to reflect this action.

- 1231-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

NUMBER DEPARTMENT CONTRACTOR

316-85/86 Police PSW3

317-85/86 Controller Deloitte, Haskins & Sells

318-85/86 Public Works Dames & Moore

CLASSIFICATION MATTERS (cont.)

1231-85 (cont.)	<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
	319-85/86	Public Works	Hesselberg, Keesee & Associates, Inc.
	320-85/86	Public Works	Fiberglass Structural Engineer, Inc.
	321-85/86	Public Works	Flow Science, Inc.
	322-85/86	Public Works	Testing Engineers, Inc.
	323-85/86	Public Works	Lotepro Corp.
	324-85/86	Public Works	Technical Roof Services
	325-85/86	Public Works	Baier Design Associates, Ltd.
	326-85/86	Civil Service Commission	S.F. Community College District
	327-85/86	Public Health	San Mateo-Div. of Mental Health Services
	328-85/86	Public Health	Hendon Chubb
	329-85/86	Public Health	The Friendship House Association of American Indians, Inc.
	330-85/86	District Attorney	K. Kaufmann
	331-85/86	CAO	Salamon Bros.
	332-85/86	Arts Commission	Larry Giddings
	333-85/86	Arts Commission	Ernie Rivera
	334-85/86	Arts Commission	Mary Miles Ryan
	335-85/86	Retirement System	Furman Selz Capital Management, Inc.
	336-85/86	Retirement System	Nicholas-Applegate Capital Management
	337-85/86	Retirement System	Hanson Investment Management Company
	338-85/86	Retirement System	Hahn, Holland & Grossman
	339-85/86	Retirement System	McCullough, Andrews & Cappiello
	340-85/86	Arts Commission	Judith Abraham
	341-85/86	Public Works	Everett Brandon Association
	342-85/86	Public Health	S.F. Ambulance Association
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.		

1232-85 Classification of positions in various City departments.
(Calendar Item No. 5)

<u>Department</u>	No. <u>Pos.</u>	Budgeted Class <u>and Rate</u>	Recommended <u>Class</u>
Port	1	5210 Senior Civil Engineer (Sch. 61.5 \$1835B2230)	Same

CLASSIFICATION MATTERS (cont.)

1232-85 (cont.)	<u>Department</u>	No. Pos.	Budgeted Class and Rate	Recommended Class
	Public Health Laguna Honda Hospital	1	2587 Health Worker III (Sch. 42.1 \$728B878)	Same
		1	7344 Carpenter (Sch. 53.3 \$1237B1499)	Same
		1	7346 Painter (Sch. 51.6 \$1141B1381)	Same
	Public Works	1	5208 Civil Engineer (Z, Sch. 58.5 \$1588B1927)	Same

Action: Adopt staff report.

EXAMINATION MATTERS

3066-85 Qualifications of Mr. Hiawatha Washington for Class 9141 Transit Manager II. (Calendar Item No. 14)

May 13, 1985: Over to the meeting of June 10, 1985 at Mr. Washington's request.

June 10, 1985: Over to the meeting of June 24, 1985 at request of Transport Workers Union.

June 24, 1985: Over to the meeting of July 8, 1985 at the request of the Transport Workers Union.

July 8, 1985: Over to the meeting of July 22, 1985 at the request of the Transport Workers Union.

July 22, 1985: Over to the first meeting in October at the request of the Transport Workers Union.

October 7, 1985: Over to the meeting of October 21, 1985 at the request of the Transport Workers Union.

October 21, 1985: Over to the meeting of November 4, 1985 at the request of the Transport Workers Union.

November 4, 1985: Over to the meeting of December 2, 1985 at the request of Transport Workers Union.

Action: Off calendar at the request of staff.

3294-85 Appeals of staff decision on protests in the Appraisal of Qualifications section of the Management Assistant/Administrative Analyst series of examinations. (Calendar Item No. 17A)

October 21, 1985: Over to the meeting of November 4, 1985.

November 4, 1985: Over to the meeting of November 18, 1985 at the request of the General Manager, Personnel for further research and report. This item will be considered as a Special Order of Business at 1 P.M.

November 18, 1985:

1. Appeal of Mary Pascual off calendar.
2. Adopt addendum staff report.
- A. Find appellants in Class 1829 Operations Analyst qualified on the basis of the relationship of this classification to the subject Administrative Analyst/Management Assistant series.

EXAMINATION MATTERS (cont.)

3294-85
(cont.)

- B. Grant appeals of the following individuals for the examinations indicated:

Mary Randall	1822/1844
Beyene Negewo	1822/1844
Walter Maciak	1822/1844

Anthony Nicco	1842
Mohini Mirchandani	1842

Richard Rothman	1820/1840
Dennis Young	1820/1840
Ralph Mistler	1820/1840

3. Deny appeals of the following individuals for the examinations indicated:

Kersti Abrams	1840
Luis Adona	1822/1844
Daniel Billings	1822/1844
Diana Buchbinder	1822/1844
Robert Caldwell	1840
Chung Kwong Chan	1820/1840
Peter Der	1822/1844
John Faer	1820/1840
Peter Fries	1822/1842/1844
Kevin Hockersmith	1820/1840
Dorothy Jaymes	1842
Mohini Mirchandani	1822/1844
Anthony Nicco	1822/1844
Norman Smith	1822/1842/1844

4. Grant appeals of the following individuals for the examinations indicated:

Diana Buchbinder	1842
Dorothy Jaymes	1820/1840
Janet Kempis	1822/1844
Pam Levesque	1822/1844

5. The appeals of the following individuals for the examinations indicated over to the Special Meeting of November 25, 1985:

Leila Merchandani	1820/1840
Ralph Mistler	1822/1842/1844
Frances Nye	1820/1822/1840/1842/1844
John O'Dowd	1822/1842/1844
Gregory Juren	1822/1844
Richard Rothman	1822/1842/1844
Mabel Sha	1820/1822/1840/1842/1844
Harry (Pablo) Tellez	1822/1844
Bert Webb	1820/1822/1840/1842/1844
Anna Wong	1840/1842
Dennis Young	1822/1842/1844
Annette Wire	1820/1840

November 25, 1985: 1. Appeal of John O'Dowd off calendar.

2. Deny appeals of the following individuals for the examinations indicated:

Leila Merchandani	1820/1840
Ralph Mistler	1822/1844
Frances Nye	1822/1842/1844
Gregory Juren	1822/1844
Richard Rothman	1822/1842/1844
Mabel Sha	1820/1822/1840/1842/1844
Bert Webb	1822/1842/1844

EXAMINATION MATTERS (cont.)

3294-85
(cont.)

3. Grant appeals of the following individuals for the examinations indicated:

Ralph Mistler	1842
Frances Nye	1820/1840
Harry (Pablo) Tellez	1822/1844
Bert Webb	1820/1840

4. The appeals of the following individuals for the examinations indicated over to the meeting of December 2, 1985 (Special Order of Business at 2 P.M.):

Dennis Young	1822/1842/1844
Annette Wire	1820/1840
Rose Chow	1820/1822/1840/1842/1844
Anna Wong	1840/1842

- Action: 1. Deny appeals of the following individuals for the examinations indicated:

Rose Chow	1822/1842/1844
Annette Wire	1820/1840 (Commissioner Gloyd absent during vote)
Anna Wong	1840/1842
Dennis Young	1822/1844

2. Grant appeals of the following individuals for the examinations indicated:

Rose Chow	1820/1840 (Vote of 4 to 1: Commissioner Texidor del Portillo dissents)
Dennis Young	1842 (Vote of 4 to 1: Commissioner Texidor del Portillo dissents)

3366-85 Appeal of denial of protests for Classes 8446 and 8448 Court Alternative Specialist I and II. (Calendar Item No. 16)

- Action: Over to the meeting of December 16, 1985.
Mr. Thomas M. Job and Mr. Jan Cerny to be subpoenaed.

3425-85 Appeal of rejection for Class Q-2 Police Officer by Albert Jang. (Calendar Item No. 17)

October 7, 1985: Off calendar pending outcome of polygraph examination. The San Francisco Police Department to notify the Assistant Secretary when ready to proceed.

- Action: Sustain the disqualification of Albert Jang by the Chief of Police.

3602-85 Appeal of staff decision on protests of the provisions of the examination announcement for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer. (Calendar Item No. 15)

November 4, 1985: Over to the meeting of November 18, 1985.

November 18, 1985: Over to the meeting of December 2, 1985 at the request of Local 21.

- Action: Adopt staff report; amend minimum qualifications in examination plan as recommended.

IN-SERVICE MATTERS

- 4870-85 Appeal of staff denial of request for "Status Grant" permanent appointment for Louis Fort. (Calendar Item No. 12)
- October 21, 1985: Over to the meeting of November 4, 1985 at the request of the Retirement System.
- November 4, 1985: Over to the meeting of November 18, 1985 at the request of Local 790.
- November 18, 1985: Over to the meeting of December 2, 1985 at the request of staff.
- Action: Adopt staff report; deny appeal of Louis Fort.
- 4890-85 Update on Bilingual Needs Survey at San Francisco General Hospital Medical Center. (Calendar Item No. 9)
- Action: Over to the meeting of January 6, 1986 at the request of staff.
- 4970-85 Addendum to Civil Service Commission's Affirmative Action Plan to increase representation of women in non-traditional employment within City and County of San Francisco. (Calendar Item No. 13)
- November 18, 1985: Over to the meeting of December 2, 1985 at the request of staff.
- Action: Over to the meeting of December 16, 1985 at the request of staff.
- 6032-85 Request for extension of temporary holdover rights for various employees in Class 3284 Recreation Director. (Calendar Item No. 8)
- Action: Adopt staff report; extend temporary holdover rights of the employees detailed in the staff report and other individuals under the same circumstances until such time as they may be reached for permanent appointment.
- General Manager's Report. (Calendar Item No. 10)
- Status of Senior Management Service - Administrator/Manager Series Classification Survey.
- November 4, 1985: Over to the meeting of November 18, 1985.
- November 18, 1985: Over to the meeting of December 2, 1985.
- Action: Off calendar.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 2, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Adalberto Cabrera, 7530 Street Cleaner, 23/E-9, Department of Public Works, Street Cleaning, 10/18/85. (Calendar Item No. 25) (2)

Action: Off calendar at the request of the Department.

Maurice M. Custodio, 1408 Principal Clerk, 46/P-5, Board of Permit Appeals, 10/24/85. (Calendar Item No. 19) (5)

November 18, 1985:: Over to the meeting of December 2, 1985.

Action: Over to the meeting of December 16, 1985. To be calendared at 5 P.M. Transcript of hearings of November 18, 1985 and December 2, 1985 to be prepared for evaluation by the President.

Carolyn McNeil, 2312 Licensed Vocational Nurse, 37/E-77, Department of Public Health, San Francisco General Hospital Medical Center, 10/23/85. (Calendar Item No. 27) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Susan Muller, 1428 Ward Clerk, 40/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 6/1/85. (Calendar Item No. 26) (6)

July 8, 1985: Remand to the Department of Public Health to complete the review procedure dictated by Civil Service Commission Rule 33.

September 16, 1985: Off calendar at the request of the Department of Public Health.

Action: Over to the meeting of December 16, 1985 at Ms. Muller's request.

John M. Murnin, Jr., 7355 Truck Driver, 80/E-2, Department of Public Works, Street Cleaning, 10/25/85. (Calendar Item No. 23) (4)

Action: Over to the meeting of December 16, 1985 at Mr. Murnin's request.

Merle Santiago, 2320 Registered Nurse, 8/E-675, Department of Public Health, San Francisco General Hospital Medical Center, 11/19/85. (Calendar Item No. 22) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Janet M. Smith, 1630 Account Clerk, 142/CPE-1, Controller, Payroll and Personnel Services Division, 9/10/85. (Calendar Item No. 20) (4)

October 7, 1985: Off calendar at the request of Local 790. Ms. Smith to notify the Assistant Secretary when prepared to proceed. Ineligible for any employment with the City and County pending final action by the Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. (Vote of 4 to 1: Commissioner Gloyd dissents).

Steven T. Smith, Q-50/0380 Sergeant/Inspector, 10/P-2, San Francisco Police Department, Richmond Station, 10/28/85. (Calendar Item No. 28) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Demitri Westbrook, 4308 Senior Collections Clerk, 2/CPE-2, San Francisco Port Commission, Accounting Division, 11/13/85. (Calendar Item No. 21) (4)

Action: Over to the meeting of December 16, 1985 at the request of the Port Commission.

Lee Wheeler, 7373 Senior Stationary Engineer, Sewage Plant, 23/CPE-5, Department of Public Works, Water Pollution Control, 10/25/85. (Calendar Item No. 24) (4)

Action: No restriction on future employment.

Donald Whitton, 3630 Librarian I, 40/E-50, San Francisco Public Library, 10/15/85. (Calendar Item No. 29) (6)

Action: Off calendar.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 16, 1985

PART I - 2:00 P.M.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Powell
Commissioner Texidor del Portillo

(Items Missed: Minutes, 4, 5, 6, 7, 8, 9, 10, 11, 16, 17, 19, 23, 25, 26, 27, 28, 19, 30)

Excused: Commissioner Munson

Commissioner Lee presided

MINUTES: A. Special Meeting of November 25, 1985.
B. Regular Meeting of December 2, 1985.

Action: Approve.

ANNOUNCEMENTS:

The Commission announced that it was canceling both Civil Service Commission meetings in January, 1986 (January 6 and January 20) and will hold one meeting at a time and place to be announced.

CLASSIFICATION MATTERS

1237-85 Consolidation of four existing classifications for the Department of Public Works, Bureau of Street and Sewer Repair, into two new classifications. (Calendar Item No. 9)

Action: Adopt staff report.

1. Establish two new classes of 5136 Superintendent of Street and Sewer Repair (J,Z Sch. 61.6 \$1844B2242) and 5135 Assistant Superintendent of Street and Sewer Repair (J,Z Sch. 59.6 \$1674B2033). Class specification as detailed in the staff report.
 2. Reclassify one budgeted position in Class 7119 Manager, Sewer Repair (Z, Sch. 61.6 \$1844B2242) to Class 5136 Superintendent of Street and Sewer Repair (J,Z Sch. 61.6 \$1844B2242). Reclassify one budgeted position in Class 5171 Street Repair Assistant Superintendent (Z, Sch. 59.6 \$1674B2033) and one budgeted position in Class 7280 Sewer Repair Assistant Superintendent (Z, Sch. 59.6 \$1674B2033) to Class 5135 Assistant Superintendent of Street and Sewer Repair (J,Z Sch. 59.6 \$1674B2033).
NOTE: RATES OF PAY REMAIN THE SAME.
 3. Abolish the following classifications:
 - 5172 Street Repair Superintendent
 - 7119 Manager, Sewer Repair
 - 5171 Street Repair Assistant Superintendent
 - 7280 Sewer Repair Assistant Superintendent
 4. Administratively amend the Annual Salary Ordinance Section 90/09/00/09999/001 to reflect this action.

CLASSIFICATION MATTERS (cont.)

- 1238-85 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
343-85/86	Airport	Pressure Grout Company
344-85/86	Airport	Janis Bell
345-85/86	Controller	Gentry, Inc.
346-85/86	Port	Carol M. Brown
347-85/86	Port	CM Consultants, Inc.
348-85/86	Port	Jordan, Caspar, Woodman, & Dobson
349-85/86	Public Health	Family Services Agency/TAPP
350-85/86	Public Health	Protocol Systems, Inc.
351-85/86	Public Health	Wilma Green
352-85/86	Social Services	American Red Cross
353-85/86	Social Services	Golden Gate Regional Center
354-85/86	Social Services	University of California San Francisco
355-85/86	Arts Commission	Dennis W. Rumsey
356-85/86	Civil Service Commission	Evelyn L. Wilson
357-85/86	Mayor's Office of Community Development	Martin Gustavson, S.F. Redevelopment Agency

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

- 1240-85 Classification of positions in various City departments. (Calendar Item No. 8)

<u>Department</u>	No. Pos.	Budgeted Class and Rate	Recommended Class
Controller	1	1875 Senior Software Analyst (Sch. 58.5 \$158881927)	Same
Public Utilities Commission	1	1203 Personnel Technician (Sch. 43.0 \$7588916)	1204 Senior Personnel Clerk (Sch. 41.9 \$7218870)
Public Utilities Commission	1	1880 Chief of Systems (Sch. 63.8 \$2053B2496)	Same

Action: Adopt staff report.

COMPENSATION MATTERS

- 2375-85 Request for appointment above the entrance rate for various employees. (Calendar Item No. 7)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Kingsley Roberts 5209 Industrial Engineer	Port	5	5
Nenita Pascua 1650 Accountant	Public Defender	5	5
Mathea Falco 1887 Manager, Bureau of Claims and Contracts	Public Utilities Commission	5	5
Lovina Martinez 1424 Clerk Typist	S.F. Unified School District	3	3
Anne Young 2708 Custodian	Public Library	3	3
L. Davis Almand 1446 Secretary II	S.F. Unified School District	5	5
Gloria Donohoe 1426 Senior Clerk Typist	S.F. Unified School District	5	5

Action: Adopt staff report.

EXAMINATION MATTERS

- 3366-85 Appeal of denial of protests for Classes 8446 and 8448 Court Alternative Specialist I and II. (Calendar Item No. 14)

December 2, 1985: Over to the meeting of December 16, 1985.
Mr. Thomas M. Job and Mr. Jan Cerny to be subpoenaed.

Action: Over to the meeting of January 10, 1986 due to the delayed arrival of the appellants' attorney. The Commission stipulated that the subpoenas served on Mr. Thomas M. Job and Mr. Jan Cerny would remain in force.

- 3470-85 Appeal of rejection for Class Q-2 Police Officer by Michael Wells. (Calendar Item No. 19)

Action: Over to the meeting of January 10, 1986 by Commission action.

- 3472-85 Appeal of rejection for Class Q-2 Police Officer by Robert Tayac. (Calendar Item No. 20)

Action: Over to the meeting of January 10, 1986 at the request of Mr. Tayac's attorney.

- 3479-85 Appeal of rejection for Class 8304 Deputy Sheriff by Michael Saipa'ia. (Calendar Item No. 21)

Action: Over to the meeting of January 10, 1986 at Mr. Saipa'ia's request.

EXAMINATION MATTERS (cont.)

3480-85 Appeal of rejection for Class 8304 Deputy Sheriff by Ronald H. Terashima. (Calendar Item No. 22)

Action: Over to the meeting of January 10, 1986 at Mr. Terashima's request.

3481-85 Appeal of rejection for Class 8304 Deputy Sheriff by Gary Peachey. (Calendar Item No. 23)

Action: Off calendar at the request of the Sheriff.

3644-85 Appeal of staff decision on the key answers in the written examinations for Classes 1654 Principal Accountant and 1656 Head Accountant examinations. (Calendar Item No. 18)

Action: Over to the meeting of January 10, 1986 at the request of staff.

IN-SERVICE MATTERS

4778-85 Review of Memorandum with the Airports Commission establishing a Decentralized Personnel Unit at the San Francisco International Airport. (Calendar Item No. 16)

September 17, 1979: Approve Memorandum of Understanding.

November 5, 1979: Over to the meeting of November 19, 1979.

November 19, 1979: Over to the meeting of December 17, 1979.

December 17, 1979: Over to the meeting of January 7, 1980.

January 7, 1980: Off calendar.

August 12, 1985: Calendar the Memorandum of Understanding with the Airports Commission for review at the meeting of September 16, 1985.

August 26, 1985: The Civil Service Commission requests the Airports Commission to submit a report on the matter of continuing to delegate examination functions to the Decentralized Personnel Unit at the Airport; all new announcements and examinations will be held in abeyance; this item will be calendared for a hearing before the Civil Service Commission in October, 1985.

September 16, 1985: Off calendar pending receipt of report from the Airports Commission.

October 21, 1985: Off calendar pending completion of review and investigation of certain personnel practices and procedures at San Francisco International Airport authorized by the Civil Service Commission at its meeting of October 21, 1985. This item to be recalendared simultaneously with the report of that review and investigation.

Action: Over to the meeting of January 10, 1986.

IN-SERVICE MATTERS (cont.)

4970-85 Addendum to Civil Service Commission's Affirmative Action Plan to increase representation of women in non-traditional employment within City and County of San Francisco. (Calendar Item No. 15)

Action: November 18, 1985: Over to the meeting of December 2, 1985 at the request of staff.

Action: December 2, 1985: Over to the meeting of December 16, 1985 at the request of staff.

Action: Over to the meeting of February 3, 1986 at the request of staff.

6073-85 Appeal from Raymond Williams of the decision of the General Manager, Personnel to restrict future employability. (Calendar Item No. 17)

Action: Cancel all current examination and eligible status. Future employment with the Public Utilities Commission subject to the review and approval of the General Manager, Personnel after one (1) year of satisfactory employment inside or outside the City and County Service.

6074-85 Civil Service Commission Records Destruction Schedule. (Calendar Item No. 10)

Action: Adopt staff report; establish records destruction schedule for Civil Service Commission as recommended.

6075-85 Proposed amendment to the Civil Service Commission Rules adding Rule 34 - Exempt Employment of the Severely Disabled Individual; to implement Proposition A, November, 1985 election. (Calendar Item No. 11)

Action: Post for adoption following meet and confer/consultation process.

6076-85 Civil Service Commission Budget Request - Fiscal Year 1986-87. (Calendar Item No. 43)

Action: Over to the meeting of January 10, 1986.

6079-85 Commendation for Francis J. Bryne, Class 1680 Chief Assistant Controller, Controller's Office, upon his retirement after thirty-eight (38) years of service. (Calendar Item No. 4)

Action: Approve.

6080-85 Commendation for Thomas R. Gerughty, Class 1881 Assistant Director, Systems and Data Processing, Controller's Office, upon his retirement after thirty-eight (38) years of service. (Calendar Item No. 5)

Action: Approve.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 16, 1985

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Homer Allen, 9163 Transit Operator, 407/E-111, Public Utilities Commission, San Francisco Municipal Railway, 11/13/85. (Calendar Item No. 34) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Louis Berry, 7346 Painter, 49/E-7, Department of Public Works, Building Repair, 12/6/85. (Calendar Item No. 28) (4)

Action: Off calendar at the request of the Civil Service Commission Equal Employment Opportunity staff.

Paul Caruso, 7306 Automotive Body and Fender Worker, 4/E-6, Public Utilities Commission, San Francisco Municipal Railway, 11/1/85. (Calendar Item No. 35) (6)

Action: Approve. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Future employment subject to medical clearance by a physician designated by the Commission upon presentation of evidence of satisfactory progress in a recognized rehabilitation program.

Wayne Cook, 2736 Porter, 5/E-55, Department of Public Health, San Francisco General Hospital Medical Center, 12/6/85. (Calendar Item No. 27) (4)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Maurice M. Custodio, 1408 Principal Clerk, 46/P-5, Board of Permit Appeals, 10/24/85. (Calendar Item No. 42) (5)

November 18, 1985:: Over to the meeting of December 2, 1985.

December 2, 1985: Over to the meeting of December 16, 1985.
To be calendared no earlier than 5 P.M.
Transcript of hearings of November 18, 1985
and December 2, 1985 to be prepared for
evaluation by the President.

Action: With the stipulation that Mr. Custodio agrees to resign from the position with the Board of Permit Appeals, the Civil Service Commission took the following action:
Disapprove. Reinstate to the position from which terminated. Award backpay for the period October 25, 1985 through and including December 16, 1985. (Vote of 3 to 1: Commissioner Texidor del Portillo dissents).

Larry J. Davis, 9163 Transit Operator, 605/E-112, Public Utilities Commission, San Francisco Municipal Railway, 10/29/85. (Calendar Item No. 38) (3)

Action: Off calendar at the request of the Department.

Eric Fennel, 7334 Stationary Engineer, 77/CPE-2, Public Utilities Commission, San Francisco Municipal Railway, 10/23/85. (Calendar Item No. 39) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Kenneth H. Foster, Q-2 Police Officer, 44/E-93, San Francisco Police Department, Communications Division, 11/13/85. (Calendar Item No. 32) (6)

Action: Not to be employed again by the San Francisco Police Department.

Anne Franklin, 1424 Clerk Typist, 6/E-29, Civil Service Commission, Examination Unit, 10/30/85. (Calendar Item No. 37) (6)

Action: Over to the meeting of January 10, 1986 at Ms. Franklin's request.

Claude Isiah, 9163 Transit Operator, 265/E-113, Public Utilities Commission, San Francisco Municipal Railway, 11/21/85. (Calendar Item No. 40) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Lemuel S. Jackson, 9163 Transit Operator, 257/E-116, Public Utilities Commission, San Francisco Municipal Railway, 8/19/85. (Calendar Item No. 30) (2)

September 16, 1985: Off calendar at the request of the Public Utilities Commission.

October 21, 1985: : Off calendar at the request of the Transport Workers Union. Mr. Jackson or his representative to contact the Assistant Secretary when prepared to proceed. Ineligible for any future employment with the City and County pending final resolution of this matter by the Civil Service Commission.

Action: Over to the meeting of January 10, 1986 by Commission action.

George D. Lyons, 8214 Parking Control Officer, 155/E-14, San Francisco Police Department, Traffic Division, 9/23/85. (Calendar Item No. 33) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Jose A. Morales, 9163 Transit Operator, 129/E-115, Public Utilities Commission, San Francisco Municipal Railway, 8/14/85 (Calendar Item No. 36) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Susan Muller, 1428 Ward Clerk, 40/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 6/1/85. (Calendar Item No. 31) (6)

July 8, 1985: Remand to the Department of Public Health to complete the review procedure dictated by Civil Service Commission Rule 33.

September 16, 1985: Off calendar at the request of the Department of Public Health.

December 2, 1985: Over to the meeting of December 16, 1985 at Ms. Muller's request.

Action: Not to be employed again by the Department Public Health. (Commissioner Texidor del Portillo excused from voting with the concurrence of the Commission due to her absence during part of the testimony in this matter.)

John M. Murnin, Jr., 7355 Truck Driver, 80/E-2, Department of Public Works, Street Cleaning, 10/25/85. (Calendar Item No. 26) (4)

December 2, 1985: Over to the meeting of December 16, 1985 at Mr. Murnin's request.

Action: Over to the meeting of January 10, 1986 at Mr. Murnin's request.

Douglas R. Spencer, 7379 Electrical Transit Mechanic, 6/P-4, Public Utilities Commission, San Francisco Municipal Railway, 11/1/85.
(Calendar Item No. 41) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission. Future employment subject to medical clearance by a physician designated by the Commission upon presentation of evidence of satisfactory progress in a recognized rehabilitation program.

Raymond Tsang, 9163 Transit Operator, 98/E-116, Public Utilities Commission, San Francisco Municipal Railway, 11/26/85. (Calendar Item No. 29) (4)

Action: Off calendar at the request of Department.

Demitri Westbrook, 4308 Senior Collections Clerk, 2/CPE-2, San Francisco Port Commission, Accounting Division, 11/13/85. (Calendar Item No. 25) (4)

December 2, 1985: Over to the meeting of December 16, 1985 at the request of the Port Commission.

Action: Dismiss From the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Port Commission.

A D J O U R N M E N T

Adjournment in memory of James F. Wurm, former Assistant General Manager, Personnel who retired in December, 1976 after thirty-one (31) years of service to the City and County and in memory of Robert Nicco, a member of the San Francisco Fire Commission and former Public Defender.

